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ANNUAL WORK PLAN DIRECTIVES

**U. S. DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT**

Instruction Memo. No. 78-401

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FISCAL YEAR 1979 ANNUAL WORK PLAN
DIRECTIVES

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FY 1979 AWP DIRECTIVES

Checklist for AWP Submission

Complete this checklist and include as the first page in the AWP submission.

<u>Item</u>	<u>Check of Included</u>
1. <u>Six</u> copies of State/Office Narrative Submission to Director (510). (See draft Manual 1681 for proper formats)	()
2. One copy of State/Office submission sent to SCD-800	()
3. Revised Position Identification and Justification (Form 1680-14)	()
4. Annual Work Plan (Form 1680-1)	()
5. Procurement Plan (Form 1680-5)	()
6. Equipment Budget (Form 1680-4)	()
7. Land and Easement Acquisition Worksheet (Form 1680-15)	()
8. Construction Worksheets (Form 1680-16)	()
9. Strength-of-Force Plan (Form 9210-44)	()
10. Fire Planning Summary (Form 1680-2)	()
11. Strength-of-Force Summary (Form 1680-3)	()
12. Planned Stores Issues by Subactivity	()
13. List of Proposed Meeting Attendance	()
14. List of Proposed SBA 8(a) Minority Contracts	()
15. Annual Evaluation Schedule	()
16. Energy Conservation Program	()
17. OPS Reports (See page 34)	()
18. Word Processing Equipment	()

<u>Item</u>	<u>Check of Included</u>
19. Training Plan	()
20. Nominations/Justifications - L&M School	()
21. Coal Short-Term Application Case Progress Report	()
22. Total Compliance Needs - R/Ws Program	()
23. Intensive Forest Management Efforts	()
24. Wild Horse and Buro Management - Program Level	()
25. Range Improvement Program Level	()
26. Range - Inventory/ES Schedule	()
27. Planned Range Workshops	()
28. All Submission Requirements, 4330 Recreation Management	()
29. Habitat Management Plan Statistics - Form 6620-2	()
30. Planning Subactivity (4410) Inventories	()
31. Annual Cadastral Operation Schedule	()
32. Standard Mapping Requirements	()
33. List of R/W Application - 5100	()
34. List of Range Improvement Projects	()
35. Additional Capability - Range Improvement	()
36. Projects - Recreation Development/Operations	()
37. All Data Requested by State/Office Specific Directives	()

Introduction

General

The outline used in presenting the Directives for FY 1979 consists of 5 Sections as shown below:

Introduction: This section highlights procedures to be used in developing the AWP.

General: This section contains those directives that do not have specific activity funding or components within the Financial Management Structure.

General Subactivity and Component: This section contains the general subactivity and component directives that are generally common to all offices. The section also contains a synopsis of all the Congressional Add-Ons.

Office/State Specifics: This section provides the specific directives to a particular Office/State. The State specifics lead off with OPS items followed by specific directives by subactivity and component. At the end of this section, the cost targets, average work-month costs, and travel ceiling will be shown.

FY 1979 AWP Document Preparation: This section provides the instructions for preparing the AWP input forms. It is a preview of draft BLM Manual 1681.

Specifics

1. State Director Responsibilities

Each State Director is responsible for:

- A. Assuring that all specific directives and commitments set forth in these AWP Directives are included for accomplishment in the State's AWP, or that reasons for not including them are addressed in the narrative.
- B. Issuing directives to District Offices specifically stating objectives to be achieved for each program with emphasis on programs receiving increases. End of year analyses and program evaluations will stress accomplishment of these program increase objectives.
- C. Analyzing the consolidated State AWP submission to assure that all requirements of BLM Manual Section 1681 (see FY 1979 AWP Document Preparation Section) have been met.

- D. Assuring that all costs estimates are made as accurately as possible with special emphasis on major construction estimates.
 - E. Assuring that consolidated State narratives have been prepared for all programs.
 - F. Insuring that a continuing review of cost coding is made and coding deficiencies are corrected. Fund allocation in succeeding years are influenced by prior year actual use so it is vital that coding reflects actual work performance. Extra effort will be required until employees become familiar with the new program management system structure.
 - G. Accomplishing work in the Operating Budget at the lowest possible cost consistent with established quality standards. It is essential that all levels of management be alert to reducing the overall cost of units of work. Remember that you are responsible for units and for efficient use of resources, not total dollars except as defined in the cover memorandum. Demonstrated cost consciousness will continue to be a key factor in evaluating performance in AWP accomplishments. State AWP Directives must emphasize cost consciousness.
- 2. Annual Work Plans will be programmed on a subactivity-component basis using the cost coding system outlined in BLM Manual 1684. The instructions for completing the forms are found in this directive under the section titled FY 1979 AWP Document Preparation.
 - 3. Systems Changes. The major systems changes in FY 1979 involve the Procurement Plan and Equipment Budget.

Procurement Plan

The Procurement Plan will be developed based on all anticipated procurements which utilize the document types outlined on the next page. Average work-month costs have been calculated on this new basis.

Procurements utilizing the following documents types must be planned in the Procurement Plan:

Document1321 Code

Contracts	CT
GPO 1/	GP
GSA Printing	GR
Lease for Real Property	LS
GSA Work Orders	GW
Interagency Agreements	IA
Memorandum of Agreements	MA
Requisition/Oral Order/Purchase Order	PH
<u>Stores Purchases irregardless of document type</u>	

- 1/ All Federal Register notices are programmed in the Washington Office AWP.

To facilitate the development of the Procurement Plan, all procurements costing less than \$2,000 each will be aggregated by subactivity. Procurements costing more than \$2,000 each will be listed individually on the Procurement Plan.

The requirement to submit Procurement Awards reports will be eliminated in FY 1979. The analysis information will be obtained from the Document Face Sheet (1310-3). You will be required to enter the 16 digit procurement plan number, in the cross reference section of the Document Face Sheet.

Equipment Budget

When submitting an order for capitalized equipment during FY 1979, the equipment budget number must be included in the cross reference section of the Document Face Sheet (1310-3).

4. Average Work-Month Cost - The average work-month costs have been updated from the PAWP to reflect the procurement plan change as indicated in the Systems change above.
5. Equipment Budget - The Equipment Budget, Form 1680-4, remains unchanged from FY 1978. The Service Center, States and BIFC may program up to \$8,000, and OCS Offices \$2,000, for miscellaneous contingency equipment. This item should be programmed in a single subactivity. Specific one-time allowances for equipment are provided where mentioned in Specific Directives. All equipment must be funded within allocated cost targets.

Lease-Purchase Equipment - All equipment on lease purchase agreements must be shown on the equipment budget with the amount of funds that will be obligated in the current fiscal year.

6. Unliquidated Obligations

Cost targets shown on the tables are based on the assumption that unliquidated obligations brought forward at October 1, 1978, will be equal to the unliquidated obligations at September 30, 1979. Unliquidated obligations by component code for activities/sub-activities other than MLR will be furnished about November 15, 1978. Upon receipt of this data, each office will make any necessary revisions to planned cost targets to reflect the unliquidated obligations.

7. Work-Months for PFT Positions

Prepare your AWP's using 10 WM's (direct) for each permanent position. Leave surcharge has been deducted from cost targets shown on the tables. For activities where average work-months costs are not provided, utilize the figures shown for a related activity.

8. Travel Ceiling

In determining travel ceiling for FY 1979 we utilized the FY 1978 travel ceiling as the base. FY 1979 PAWP submissions were not consistent between offices and the aggregate exceeded the Bureau's 1979 ceiling without allowing provisions for any meetings, conferences and workshops. We will try to do a better job of establishing criteria for the FY 1980 PAWP.

The ceiling as reflected in this directive includes an adjustment for new positions both permanent and temporary (end-of-year) and an upward adjustment for increased program activity not associated with position increases. The ceilings include all travel except the following activities: 4600 - Firefighting and Rehabilitation, 4900 - Reimbursements, 5100 - Service Charges, Deposits, and Forfeitures, 9400 - Land and Water Conservation Fund, and 9600, 9700, 9800 - Forest Management and Utilization (Forest Service) and travel associated with the Congressional add-ons.

After analyzing your Congressional Add-on cost targets and made a decision on those add-ons which can be absorbed and the add-ons which are being recinded, (see Item 15 in this section) advise Director (510) of your travel needs associated with the Congressional add-ons. Identify travel needs by program.

9. Planning and Coding of Time by Fire Crews Engaged in Nonfire Work

The policy established in FY 1978 requiring that firecrews used on projects planned in the AWP charge their time to the benefiting activity remains unchanged. However, this policy does permit the use of fire crew labor for projects which are not in the AWP and charging such labor to 4360, 6360, or 4610. Material, travel, and other incidental costs are to be charged to the benefiting activity.

For AWP purposes, integrity in the planned application of this policy is essential. This means that you should anticipate the amount of time, based on recent years history, that fire crews are likely to be available for other work. Based on this estimate, you should plan projects, including fire crew work-months, in the benefiting activity. The alternative of using crews on projects not in the AWP should only be used when crew availability exceeds your estimate due to a below normal fire year.

10. Programming and Coding Policy

The following policy regarding the programming and coding of work-months and other costs is to be followed in developing your Annual Work Plan:

The program initiating an action will bear all costs of that action.

The one exception to this rule is when new or revised MFP's are needed. In this situation each subactivity will fund its own inventory work.

11. Calculation of Cost Target Capability

There are several parts to the calculation of cost target capability, i.e., Average Work-Month Costs, Procurement Costs, Equipment Costs and Stores issues. These items must be factored into each subactivity cost target to insure that the target is not exceeded. The bottom of Form 1680-1 provides the format for the reconciliation

12. AWP Coordination with State Government

State Directors, upon receiving an approved AWP, will arrange a briefing of State Governors and their staffs to explain those BLM activities planned in FY 1979 in their respective jurisdictions.

This will include major projects and undertakings with approximate dollar and people commitments. Director, ESO may use discretion in those particular States to be briefed. OCS Office managers will coordinate their State government contacts through AD-Energy and Minerals Management who will provide appropriate direction on lease sales, data collection efforts and special studies programmed offshore of respective State coastlines.

The use of broad dollar figures is necessary, because of the State and Congressional District Report which is developed in December for Congressional information. The Congressional Report does not reflect Program Services as a subactivity but has it factored into each line subactivity as reflected in the President's Budget. Also the funds for annual leave, sick leave, etc., are shown in the report (estimated) but they are not reflected in your cost targets.

13. AWP Revisions Policy

The following guidelines apply to the determination of whether or not WO approval will be required for AWP revisions in FY 1979:

Revisions not requiring WO approval

- Conversion of unplanned permanent work-month lapse to additional non-permanent work-months in the same subactivity.
- Equipment budget substitutions within a subactivity involving items with a unit cost of \$2,000 or less. (Equipment budget amounts by subactivity are controlling).
- Procurement plan substitutions within a subactivity and component (total budget amounts by subactivity and component are controlling).
- Revisions to reflect unliquidated obligations (in non-MLR subactivities)

Revisions requiring WO approval

- Any change in cost target other than unliquidated obligations.
- Any change in planned units.
- Any change involving trade-offs between work-months, equipment, or the procurement plan.

14. Changes to Component-Job Code Handbook (1684)

Draft copies of the Component-Job Code Handbook have been sent under separate cover and are presently in the process of being printed. The most significant changes that will be made to the coding structures which needs to be factored into your AWP preparation are as follows:

- A. Subactivity 9900 FHWA-Emergency Road Repair has been reestablished as 9150 FHWA-Emergency Road Repair.
- B. Subactivity 9310 Working Capital Fund has been established.
- C. Component 59 Earth Sciences has been added to subactivities 4340 and 6340, Soil, Water, and Air.
- D. Component 36 Mining Claim Recordation has been added to subactivity 4210, Lands and Realty Operations.
- E. Job 33 Field Examination has several adjustments in reporting units involving subactivities 4120, 4330, 6330, and 4340.

- F. Job 35 Use Authorization has several adjustments in reporting units involving subactivities 4330, 4340, 8100, and 8200.
- G. Job 42 Use Adjustment. Units of progress for 4110, 4130, 4140, 4210, 4310, 4320, 4330, 5100, 7110, and 6310 have been added.
- H. Subactivity 4120 Energy, Offshore. Component 12, Geothermal has been added.
- I. Component 43 Wild Horse and Burro Management has been added to subactivities 8100 and 8200 but only for round-ups and maintenance of holding facilities.

15. Revising Cost Targets

The base cost targets may be adjusted if approved by Director (510). However, before any change is approved, you must request in writing and justify why cost targets must be changed.

Congressional Add-ons: Submit a red-lined copy of the cost target control sheets (see State Specific Directives) with your AWP submission showing the adjustments you made. The only adjustments that can be made are shown below and you may adjust your cost targets accordingly.

- 1. Program Services - You may adjust your Congressional Add-ons in MLR for program services. Use the stub entry on the cost target sheet to show the adjustment.
- 2. Recissions - If the Congressional Add-on(s) cost target(s) can not be used given the present position ceilings, total flexibility in managing OPFT EOY (see Organization and Manpower Section), and unlimited over time (GS-12 and below) advise Director (510) by September 29, 1978. You may make the appropriate adjustment to your cost target by red-lining the add-on shown on the cost target control sheet.

16. Work-Months

The name work-month has now replaced man-month as the standard for measuring units for personnel input. The name work-month (WM or Willy) is more descriptive of the input requirement and has been incorporated into the AWP system.

APPROVED NONTRAINING MEETINGS, CONFERENCES, AND WORKSHOPS
FY 1979

<u>Title</u>	<u>Location</u>	<u>Date</u>	<u>Attendance</u>	<u>Target Group</u>	<u>Duration</u>
1. Public Affairs Meeting	Denver, Colorado	Oct. 1978	23-25	State Public Affairs Officers, WO 130 Staff	3 days
2. EEO Mid-Year Conference	Washington, D.C.	June 1979	50	WO EEO Staff, State EEO Specialists, Federal Women and Hispanic Coordinators	3 days
3. EEO Specialist's Planning Workshop	Washington, D.C.	August 1979	24	WO EEO staff, State and Office EEO Specialists	2 days
4. 3 Planning & Environmental Assessment Coordination Conferences	To be announced will be coordinated with other meetings	Oct. 1978 March 1979 July 1979	15-20 per conference	State D&EC Chiefs and staff as needed; WO and SC staff	2-3 days each
5. Lands and Realty Workshop	Portland, Oregon	Nov. 1978	60	State Office Technical Services and Resource staff, WO staffs	5 days
6. Resources Programs Conference	Phoenix, Arizona	Feb. 1979	60	State Resource and Planning Chiefs, WO and SC Resource staffs	5 days
7. Soil Vegetative Inventory Conference	Reno, Nevada	Nov. 1978	60	Selected Range, Soil, Wildlife Specialists, Resource Chiefs, other government agencies	5 days
8. Range Program Workshop	Casper, Wyoming	Feb. 1979	50	SO and DO Range Specialists, WO Range staff	5 days
9. Wild Horse and Burro Workshop	Reno, Nevada	Nov. 1978	30	Horse and Burro Specialists, and others working with Horse and Burro programs	5 days
10. Grazing Admin. Conference	3 Locations: Boise Phoenix, Denver	Oct. 1978	40-50 each	DM's, Area Managers, State and District Range Specialists	4 days each
11. Wildlife Workshop	Boise, Idaho	Nov. 1979	50	State Wildlife and Fisheries Specialists, State Endangered Specialist Coordinators	5 days
12. Wilderness Review and Interim Management Procedures Workshop	Portland, Oregon	March 1979	40-50	Field Management Personnel involved with Interim Management Procedures and SO Wilderness Program Leaders.	5 days

APPROVED NONTRAINING, MEETINGS, CONFERENCES, AND WORKSHOPS (Cont.)
FY 1979

<u>Title</u>	<u>Location</u>	<u>Date</u>	<u>Attendance</u>	<u>Target Group</u>	<u>Duration</u>
13. Recreation Workshop	Denver, Colorado	Jan. 1979	35	State Recreation Planners and other selected personnel	5 days
14. Resource Trespass Conference	Washington, D.C.	Oct. 1978	50	SO Resource Chiefs, selected WO, & SC people	5 days
15. Withdrawal Workshop	Phoenix, Arizona	April 1979	50	Selected SO, WO, and SC staffs	4 days
16. Watershed Workshop	Reno, Nevada	Feb. 1979	60	WO, SO, SC Watershed Specialists	5 days
17. Joint BLM-FS Water Resource Workshop	Reno, Nevada	Feb. 1979	25	SO Hydrologist and Selected WO and SC Offices	5 days
18. Earth Sciences	Missoula, Montana	June 1979	25	Paleontologists, Geologists	5 days
19. YCC/YACC Workshop and Safety Conference	TBA	TBA	50-60	State YCC/YACC Coord., YACC Camp Dir., State Safety Coord., OCS, SC, BIFC & WO Safety Ofcs., WO & SC Reps. in Personnel, Contracting, Procurement, and Engineering	4 days
20. Color Infrared and Imagery Workshop	Denver, Colorado	Jan. 1979	30	Remote Sensing and Resource Specialists from Field Offices	3 days
21. Thematic Mapping	Cheyenne, Wyoming	Nov. 1978	50	WO, SC, and State staff with mapping responsibilities	5 days
22. Technical Services Workshop	Denver, Colorado	March 1979	40	SO Tech. Serv. Division Chiefs, selected WO, SC, and SO staff	5 days
23. MIS/Mining Claim Recordation	Salt Lake City, Utah	Jan. 1979	30-35	WO and SC MIS staff, Chief, Branch of Records each State	4 days
24. Landspan/Cadastral Workshop	TBA	Jan. 1979	95	Chief, Cad. Sur. and (1) staff Chief, Dist. Cad. Surveyor, Chief, Cad. Trng. staff, SC and Alaska Cad. Surveyor, Sr. Party Chiefs, WO reps.: 200,300,403,430,510,530,540,700, SC: 140,150,520,610	5 days
25. Law Enforcement Meeting	Alexandria, Va.	Jan. 1979	26-30	State Special Agents and Desert Rangers	5 days
26. Post Season Fire Review	Albuquerque, N.M.	Nov. 3	40-50	State & DO Fire Management Officers	5 days

APPROVED NONTRAINING, ME. NGS, CONFERENCES, AND
FY 1979

OPS (Cont.)

<u>Title</u>	<u>Location</u>	<u>Date</u>	<u>Attendance</u>	<u>Target Group</u>	<u>Duration</u>
27. ATROW/Appraisal Workshop	Tucson, Arizona	March 1979	60-80	All full-time BLM Appraisers, State & DO personnel assigned lead in acquisition of lands & grazing transportation R-O-W; SC & WO ATROW personnel	5 days
28. Bureau Personnel and Training Officers Conference	Salt Lake City, Utah	Oct. 1978	60	State personnel and training officers - MS Chiefs, and AO's from OCS Offices	5 days
29. Program Package Workshop	Salt Lake City,	Oct. 1978	20	Budget Program Analysts, WO Div. Coordinators	3 days
30. Procurement Analyst Workshop	Denver, Colorado	April 1979	25	State Procurement Staffs, State Office Chiefs of Administrative Services	3 days
31. Minerals Planning Workshops	Denver, Colorado	Nov. 1978	40	WO 700 key staff, SC 300 staff, State Minerals people	5 days
32. Minerals Management Conference	Denver, Colorado	Jan. 1979	68	Selected WO and SC staffs, State and District Minerals Specialists	5 days
33. Minerals Surface Management Workshops	2 Sessions - Billings, Montana Sacramento, Calif. Boise, Idaho	Date announced when Reg. are published May 1979	14-18 12-16 18	State Office Minerals Specialists, State Surface Protection Specialists	3 days 3 days
34. Geothermal Workshop	Denver, Colorado	Nov. 1978	25	SO Geothermal Specialists, selected Minerals Specialists	3 days
35. Short-Term Leasing Meeting	Denver, Colorado	Nov. 1978	25	SO Coal Leasing Adjudicators, Coal Specialists and selected division	25 days

COMPONENT COST ANALYSIS

Reprogramming procedures as outlined in the House Report require that if either "Committee report displays an allocation of an appropriation below the activity level, that finer level of detail shall be the basis for reprogramming". In our case, the House reported out mainly at the Component Level and accordingly, the AWP costs have to be analyzed at the component level.

The Service Center (D-800) will be responsible for gathering this information from the AWP submissions. However, these submissions do not reflect stores issues by component and accordingly, each State must provide in their AWP narrative a breakdown of planned stores issues (dollars only) by subactivity/component using the format below. Submit the information for all activities on one sheet and include this sheet in your 4800 Program Services submission.

Stores Issues

Subactivity

Component

Cost

CONGRESSIONAL ADD-ONS
OBJECTIVES AND WORKLOAD FEATURES
FOR FY 1979

Energy Onshore (Coal-Component 11)

Objective: Provide capability to accomplish workload involved in carrying out actions included in the most recent NRDC vs. Hughes court settlement.

Workload Features:

- Process short-term applications and preference right lease applications.
- Increased contracting for environmental data for site specific EAR's and ES's.

Mining Law and Mineral Conveyance Administration (Component 21)

Objective: Accelerate the processing of mineral patent applications to eliminate the FY 1978 backlog by the end of FY 1981.

Workload Features:

- Eliminate the pending backlog of pending mineral patents by the end of FY 1981. Emphasis in FY 1979 should be directed at adjudication and field examination of the oldest pending patent applications.

Energy Related Realty Actions (Component 30)

Objective: Respond promptly to applications for energy related rights-of-way.

Workload Features:

- Process an additional 520 energy related R/W permits.

Non-Energy Case Backlog Processing (Component 31)

Objective: Reduce backlog of non-energy related applications for public lands for State and local Government purposes, agricultural development, etc., complete backlog of unintentional trespass cases; and accelerate conveyance of lands in Alaska under ANCSA and completion of other Alaska lands cases.

Workload Features:

- Reduce backlog of pending cases by an additional 1,900 cases.
- Complete all unintentional trespass cases pending as of October 21, 1981.
- Increase field reviews for compliance with R/W stipulations and patent restrictions.

Mining Claim Recordation (Component 36)

Objective: Provide capability to record mining claims as mandated by FLPMA.

Workload Features:

- Assure timely recordation of 3,860,000 mining claims.

Wild Horse and Burro Management (Component 43)

Objective: Accelerate wild horse and burro management efforts.

Workload Features:

- Remove and adopt-out an additional 770 excess horses and burros, including 130 burros from the California Desert Conservation Area.
- Increase inventory of wild horse and burro populations.
- Accelerate preparation of wild horse and burro activity plans.
- Provide for increased management and rehabilitation of holding pens and distribution centers.

Grazing ES Acceleration (Component 44)

Objective: Provide capability for rangeland inventories necessary to meet Court-mandated grazing ES preparation schedule.

Workload Features:

- Complete an additional 10 million acres of rangeland inventories.

Recreation Management

Objective: Provide capability to respond to public land recreation management mandates identified in Law and Executive Orders.

Workload Features:

- Contract cultural inventories, and repair or prevent damage to cultural and natural history sites.
- Complete required river and trail plans.
- Designate 45% of primary ORV use areas by 1981.

- Provide interim resource protection on the California Desert until the management plan is completed.
- Operate the special recreation permit system for undeveloped sites.
- Develop other recreation lands proposals to meet local and regional recreation needs
- Continue development and management of facilities at Red Rocks, Nevada and Escalante, Colorado.

Soil Inventories (Component 53)

Objective: Provide increased capability for soil inventories necessary to meet grazing ES schedule.

Workload Features:

- Conduct an additional 6.0 million acres of soil inventories necessary to support grazing ES efforts.

Wildlife Habitat Inventory

Objective: Provide increased capability for wildlife inventories to meet grazing ES schedule.

Workload Features:

- Conduct an additional 1.0 million acres of wildlife inventories to support grazing ES efforts.

Endangered Species and Critical Habitat (Component 58)

Objective: To provide capability to identify, inventory, and analyze critical endangered species habitat, and to consult with other agencies under Section 7 of the Endangered Species Act.

Workload Features:

- Identify, inventory, and analyze critical habitats .
- Consult with other agencies as required to meet Section 7 mandates of the Endangered Species Act.

Fire Management (Component 70)

Objective: Provide for improved fire management practices and replacement of over-age equipment.

Workload Features:

- Increase planning efforts and utilize improved fire management practices and techniques, including prescribed burning, toward further reducing wildfires and for improved resource management.
- Replace over-aged pumper units, and replace over-age radio equipment.

Data Management

Objective: Provide capability to meet implementation schedule for automating resource and other management information systems.

Workload Features:

- Continue design and implementation efforts necessary to keep the Bureau on schedule for implementing the Strategic Plan in the planned seven-year period.
- Procure appropriate equipment necessary to meet the schedule.

Cadastral Survey

Objective: Provide capability to reduce survey backlog in high priority areas of California, Colorado, and New Mexico.

Workload Features:

- Increase survey efforts to support the lands and realty program, particularly where monumentation of the public land grid is a prerequisite to disposal of lands cases.

Facilities Maintenance

Objective: Provide increased capability to maintain facilities to meet energy conservation, safety, and health standards.

Workload Features:

- Building Maintenance - reduce backlog of safety hazards such as electrical wiring, plumbing, ventilation, and improper exits in BLM facilities. Provide preventive maintenance on facilities newly acquired by BLM and upgrade level of maintenance on existing structures.
- Recreation Maintenance - increase replacement of pit toilets with sealed vault units, and increase repairs and renovation to family units in developed campgrounds.

A. Cooperative Agreements

Each SD, each OCS Office Manager, BLM Director-BIFC, and each DM will: (1) conduct a review of cooperative agreements negotiated at their respective levels looking to elimination or revision of outdated agreements, and (2) identify needs for new agreements.

In general, agreements less than five years old need not be revised. Factors to be considered include: decrease or cessation of the activities covered; new principal officials; completion of program; project or other subject of the agreement; change of jurisdiction or organization of either party; or new legislation.

A need for new agreements is indicated where: (1) current or prospective cooperative relations are of a complex or recurring nature; (2) a significant commitment of manpower and/or funds is required; (3) there have been shifts in organization, responsibilities, or key officials; and/or (4) joint operating procedures, the sharing of data, other agency participation, respective responsibilities, or other cooperative arrangements need procedural documentation. Generally, current or prospective relations whose chief characteristic is their recurring nature, whatever the degree of complexity, should be documented in an agreement to clearly prescribe respective roles, and so others can take over the activities if the current principals drop their involvement.

Agreements no longer serving a purpose and not susceptible to revision will be terminated. For guidance in negotiating or revising agreements, see BLM Manual Section 1786 "Cooperative Agreements."

B. Attendance at Non-Government Meetings

Stringent oversight regarding attendance at non-Government meetings and conferences can be expected. This makes it incumbent upon field managers to ensure that the criteria contained in BLM Manual Section 1788 are carefully and consistently applied in planning for and seeking attendance authorizations. Within this context, if the Bureau is to continue to encourage participation in professional societies, attendance at Government expense should be limited to those employees demonstrably active in society work (e.g., officers, directors, candidates for office, committee members, and those on the agenda to present a paper or serve on a panel). While some relaxation of authority to approve "no-cost" attendance at society meetings is expected, such will be limited to society members.

Difficulties will be avoided where:

- Employees clearly understand the concepts and guidelines of BLM Manual 1788;
- There is no "highgrading," i.e., attendance predicated upon position or seniority;
- Multiple meeting attendance is requested only in consonance with Manual criteria or upon a clear showing of need; and,
- Membership or a place on the agenda is a prerequisite to meeting attendance.

Proposed attendance is to be listed in the format depicted in Illustration 1 of BLM Manual 1788. Submissions must be complete, i.e., meeting names and sponsors listed, locations and dates shown, number (but not names) of employees proposed for attendance given, and person-days (including travel) and costs set forth. The WO will not approve attendance at meetings where dates and places are unknown, e.g., "to be announced."

AD's and State, BIFC, and DSC Directors, as well as Managers of OCS offices, will critically review submissions for Manual conformance and work-month allocations in the context of total program needs, modifying them as necessary. A single, consolidated list will then be prepared and submitted with the proposed AWP.

C. Advisory Committees

Expect continuing critical review by the WO, Office of the Secretary, OMB/GSA, and public of all aspects of advisory committee management. For example, meeting notices must be timely, widely publicized, and provide clear definition and communication of specific issues for which advice is being sought. Grazing board functions are to be limited to those specified by Section 403 (b) of the FLPMA and paragraphs 2 and 5 of their charters.

Creation of a National Advisory Council and District Advisory Councils under Section 309 of FLPMA, despite Departmental support, remains improbable.

D. Post AWP Approval Actions

See Item 12 of the Introduction to the AWP Directives.

DETAILS AND INSTRUCTOR ASSIGNMENTS

General

This section contains details and instructor assignments for the L&M School, the Range School, Activity 4210 Manual development, and for the Recreation Management program. See General Directives and Specific Directives for additional assignments.

Activity 4210 Manual Development

As was the case in FY 1978, the States should plan to provide people for Activity 4210 Manual development (virtually all FLPMA-related) at the Denver Service Center:

Summary:	Alaska	- 1 WM and travel costs
	Eastern States	- 1 WM and travel costs
	All other States	- 2 WM and travel costs.

<u>State</u>	<u>Individual</u>	<u>Location</u>	<u>Est. Time Required</u>	<u>Travel and P.D. Paid</u>
Alaska	***	DSC	4 weeks	AK SO
Arizona	***	"	8 weeks	AZ SO
California	***	"	8 weeks	CA SO
Colorado	***	"	8 weeks	CO SO
Eastern States	***	"	4 weeks	ES SO
Idaho	***	"	8 weeks	ID SO
Montana	***	"	8 weeks	MT SO
Nevada	***	"	8 weeks	NV SO
New Mexico	***	"	8 weeks	NM SO
Oregon	***	"	8 weeks	OR SO
Utah	***	"	8 weeks	UT SO
Wyoming	***	"	8 weeks	WY SO

DETAILS AND INSTRUCTOR ASSIGNMENTS - RECREATION MANAGEMENT

State	Individual	Purpose	Location	Time Required	Travel/ Per Diem
AK	R. Leicht	Work group to develop CR input into PAA	Sacramento	2 weeks	AKSO
	S. Specht	Work group to standardize VRM stipulations for O&G, with USGS (February 1979)	Santa Fe	1 week	AKSO
	L. Waller	Work group to develop recreation initiative	Wash., D.C.	4 weeks	AKSO
AZ	J. Douglas	Work group to develop CR input into URA/MFP	Denver	2 weeks	AZSO
	C. Kincaid	Work group on cultural Class II inventory strategy	Denver	2 weeks	AZSO
	J. Douglas	Review of OCS CR program	Wash., D.C.	2 weeks	AZSO
	J. Douglas	Instructor at 6000-1 course	Denver	2 weeks	AZAO
CA	B. Olsen	Work group to develop CR input into PAA	Sacramento	2 weeks	CASO
	A. Loose	Work group to develop cultural inventory contract guidelines	Denver	2 weeks	CASO
	A. Young	Work group to standardize VRM stipulations for O&C, with USGS (February 1979)	Santa Fe	1 week	CASO
	B. Bocher	Work group on allocation of recreation use	Boise	1 week	CASO
	S. Smith	Work group on visitor services manual and interpretation policy paper (October 1978)	Denver	2 weeks	CASO
	G. Cummings and H. Johnson	Work group on natural history inventory/URA/MFP procedures	Denver	2 weeks	CASO

State	Individual	Purpose	Location	Time Required	Travel/ Per Diem
CO	G. Matlock	Work group to develop CR data dissemination guidelines	Reno	2 weeks	COSO
	B. Bottomly	Work group to standardize VRM stipulations for coal, with USGS (May 1979)	Cheyenne	1 week	COSO
	D. Bruns	Work group to develop recreation initiative	Wash., D.C.	4 weeks	COSO
ID	J. Hanson	Work group to develop CR input into URA/MFP	Denver	2 weeks	IDSO
	R. Harrison	Work group to develop cultural Class II inventory strategy	Denver	2 weeks	IDSO
	D. Kissel	Work group to standardize VRM stipulations for coal, with USGS (May 1979)	Cheyenne	1 week	IDSO
	T. Kincaide	Work group on visitor services manual and interpretation policy paper (October 1978)	Denver	2 weeks	IDSO
	T. Lahti	Work group to standardize VRM stipulations for O&G, with USGS (February 1979)	Santa Fe	1 week	IDSO
	D. Geier	Work group on allocation of recreation use	Boise	1 week	IDSO
	R. Randolph	Work group on natural history inventory/URA/MFP procedures	Denver	2 weeks	IDSO
MT	D. Araki	Work group to standardize VRM stipulations for coal, with USGS (May 1979)	Cheyenne	1 week	MTSO
	G. Hathaway	Participation, with USFS, in the Landform Modification Seminars	Billings	2 weeks	MTSO
	A. Keskerke	Work group on recreation initiative	Wash., D.C.	4 weeks	MTSO

State	Individual	Purpose	Location	Time Required	Travel/ Per Diem
NV	B. York	Work group on CR data dissemination	Reno	2 weeks	NVSO
	B. Ross	Chapter II of VRM/Energy Publication (November 1978)	Denver	1 week	NVSO
	S. Smith	Work group on visitor services manual and interpretation policy	Denver	2 weeks	NVSO
	J. Gregg	Work group to develop recreation initiative	Wash., D.C.	4 weeks	NVSO
NM	L. Flynn	Work group to develop CR input into URA/MFP	Denver	2 weeks	NMSO
	B. Brown	Lead work group to standardize VRM stipu- lations for O&G, with USGS (February 1979)	Santa Fe	1 week	NMSO
	D. Woods	Work group on visitor services manual and interpretation policy (October 1978)	Denver	2 weeks	NMSO
	B. Brown	Chapter I of VRM/Energy Publication (November 1978)	Denver	1 week	NMSO
	Morrison	Work group to develop CRM input to PAA	Sacramento	2 weeks	NMSO
	L. Flynn	Instructor for 6000-1 course	Denver	2 weeks	NMSO
	B. Brown	Work group on recreation initiative	Wash., D.C.	4 weeks	NMSO
OR	J. Witherspoon	Work group CR data dissemination	Reno	2 weeks	ORSO
	C. Roth	Work group on visitor services manual and interpretation policy	Denver	2 weeks	ORSO
	W. Boden	Work group on allocation of recreation use	Boise	1 week	ORSO
	S. Abdon	Work group on recreation initiative	Wash., D.C.	4 weeks	ORSO

State	Individual	Purpose	Location	Time Required	Travel/ Per Diem
UT	R. Fike	Review of OCS CR program	Wash., D.C.	2 weeks	UTSO
	R. Fike	Work group on CR inventory contracting guidelines	Denver	2 weeks	UTSO
	R. Stalder	Work group to standardize VRM stipulations for coal, with USGS (May 1979)	Cheyenne	1 week	UTSO
	R. Stalder	Chapter III of VRM/Energy Publication (November 1978)	Denver	1 week	UTSO
	S. Packer	Work group on allocation of recreation use	Boise	1 week	UTSO
WY	B. Barry	Work group on visitor use/demand analysis	Denver	1 week	WYSO
	D. Hutchinson	Work group on CR inventory contracting guidelines	Denver	2 weeks	WYSO
	D. Hendrikson	Lead work group to standardize VRM stipulations for coal, with USFS (May 1979)	Cheyenne	1 week	WYSO
	D. Hendrikson	Participation with USGS, in the Landform Modification Seminars	Billings	2 weeks	WYSO
	J. Jesson	Work group on visitor services manual and interpretation policy	Denver	2 weeks	WYSO
ESO	K. Miller	Instructor at 6000-1 training course	Denver	2 weeks	ESO
DSC	P. Cuplin	Work group on natural history inventory/ URA/MFP procedures	Denver	1 week	---

LANDS, MINERALS, AND RENEWABLE RESOURCES TRAINING

PHOENIX TRAINING CENTER

DETAILS AND INSTRUCTOR ASSIGNMENTS

State	Individual	Purpose	Location	Est. Time Required	Travel & Per Diem Paid
Alaska	B. Sorenson	Instr., LM&R Training	Phoenix	2 weeks	PTC
	S. Wolf	Instr., LM&R Training	Phoenix	4 weeks	PTC
	L. Allen	Instr., LM&R Training	Phoenix	1 week	PTC
	M. Goldenstein	Instr., LM&R Training	Phoenix	1 week	PTC
Arizona	S. Ashman	Instr., LM&R Training	Phoenix	1 week	PTC
	R. Buffington	Instr., LM&R Training	Phoenix	2 weeks	PTC
	M. Brule	Instr., LM&R Training	Phoenix	6 weeks	PTC
	D. Burch	Instr., LM&R Training	Phoenix	1 week	PTC
	G. Collins	Instr., LM&R Training	Phoenix	6 weeks	PTC
	R. Korn	Instr., LM&R Training	Phoenix	2 weeks	PTC
	J. Morehouse	Instr., LM&R Training	Phoenix	1 week	PTC
	C. Lovely	Instr., LM&R Training	Phoenix	1 week	PTC
	L. Kincaid	Instr., LM&R Training	Phoenix	1 week	PTC
	M. Kirby	Instr., LM&R Training	Phoenix	1 week	PTC
	T. Orchard	Instr., LM&R Training	Phoenix	1 week	PTC
	H. Cass	Instr., LM&R Training	Phoenix	2 weeks	PTC
	B. DiPaolo	Instr., LM&R Training	Phoenix	2 weeks	PTC
	B. McColly	Instr., LM&R Training	Phoenix	2 weeks	PTC
	B. Parker	Instr., LM&R Training	Phoenix	1 week	PTC
	L. Vanderzyl	Instr., LM&R Training	Phoenix	1 week	PTC
	M. Schnitker	Instr., LM&R Training	Phoenix	1 week	PTC
	D. Durfee	Instr., LM&R Training	Phoenix	1 week	PTC
	L. Kipp	Instr., LM&R Training	Phoenix	1 week	PTC
California	J. Russell	Instr., LM&R Training	Phoenix	2 weeks	PTC
	A. Jameson	Instr., LM&R Training	Phoenix	1 week	PTC
	J. Juilland	Instr., LM&R Training	Phoenix	1 week	PTC
	S. McKee	Instr., LM&R Training	Phoenix	1 week	PTC
	C. Rice	Instr., LM&R Training	Phoenix	2 weeks	PTC
	R. Cleary	Instr., LM&R Training	Phoenix	1 week	PTC
Colorado	C. Finch	Instr., LM&R Training	Phoenix	4 weeks	PTC
	R. Roberts	Instr., LM&R Training	Phoenix	4 weeks	PTC
	S. Arbelbide	Instr., LM&R Training	Phoenix	4 weeks	PTC
	H. Hankins	Instr., LM&R Training	Phoenix	1 week	PTC
	R. McBroom	Instr., LM&R Training	Phoenix	3 weeks	PTC

Details and Instructor Assignments contd.

State	Individual	Purpose	Location	Est. Time Required	Travel & Per Diem Paid
Idaho	H. Brown	Instr., LM&R Training	Phoenix	2 weeks	PTC
	B. Brunelle	Instr., LM&R Training	Phoenix	5 weeks	PTC
	V. Strobel	Instr., LM&R Training	Phoenix	3 weeks	PTC
	L. Wilson	Instr., LM&R Training	Phoenix	1 week	PTC
	B. Randolph	Instr., LM&R Training	Phoenix	1 week	PTC
	N. Cozakos	Instr., LM&R Training	Phoenix	3 weeks	PTC
	D. Rapp	Instr., LM&R Training	Phoenix	1 week	PTC
Montana	K. Sire	Instr., LM&R Training	Phoenix	9 weeks	PTC
	C. Embretson	Instr., LM&R Training	Phoenix	3 weeks	PTC
	J. Simmons	Instr., LM&R Training	Phoenix	2 weeks	PTC
	R. Webb	Instr., LM&R Training	Phoenix	3 weeks	PTC
	B. Teegarden	Instr., LM&R Training	Phoenix	1 week	PTC
	D. Fredley	Instr., LM&R Training	Phoenix	2 weeks	PTC
	D. Whitmer	Instr., LM&R Training	Phoenix	3 weeks	PTC
Nevada	D. Crandell	Instr., LM&R Training	Phoenix	1 week	PTC
	F. Boyd	Instr., LM&R Training	Phoenix	1 week	PTC
	R. Bennett	Instr., LM&R Training	Phoenix	1 week	PTC
	V. Peugh	Instr., LM&R Training	Phoenix	1 week	PTC
	T. Owen	Instr., LM&R Training	Phoenix	1 week	PTC
New Mexico	V. Manning	Instr., LM&R Training	Phoenix	3 weeks	PTC
	D. Rathbun	Instr., LM&R Training	Phoenix	3 weeks	PTC
	G. Lasker	Instr., LM&R Training	Phoenix	2 weeks	PTC
Oregon	G. Rundell	Instr., LM&R Training	Phoenix	3 weeks	PTC
	P. Sanger	Instr., LM&R Training	Phoenix	1 week	PTC
	R. Plume	Instr., LM&R Training	Phoenix	2 weeks	PTC
	A. Gerity	Instr., LM&R Training	Phoenix	2 weeks	PTC
	H. Berends	Instr., LM&R Training	Phoenix	1 week	PTC
Utah	W. Richards	Instr., LM&R Training	Phoenix	2 weeks	PTC
	C. Horsburgh	Instr., LM&R Training	Phoenix	2 weeks	PTC
	L. Pollick	Instr., LM&R Training	Phoenix	3 weeks	PTC
	P. Buff	Instr., LM&R Training	Phoenix	1 week	PTC
	A. Logosz	Instr., LM&R Training	Phoenix	3 weeks	PTC

Details and Instructor Assignments contd.

State	Individual	Purpose	Location	Est. Time Required	Travel & Per Diem Paid
Wyoming	B. Horton	Instr., LM&R Training	Phoenix	2 weeks	PTC
	A. Tarshis	Instr., LM&R Training	Phoenix	2 weeks	PTC
	W. White (or J. Federer)	Instr., LM&R Training	Phoenix	2 weeks	PTC
	R. Mertens	Instr., LM&R Training	Phoenix	2 weeks	PTC
	A. Tait	Instr., LM&R Training	Phoenix	1 week	PTC
	C. Hanson	Instr., LM&R Training	Phoenix	3 weeks	PTC
OCS	J. Rankin	Instr., LM&R Training	Phoenix	1 week	PTC
ESO	D. Meridith	Instr., LM&R Training	Phoenix	4 weeks	PTC
	P. Petty	Instr., LM&R Training	Phoenix	2 weeks	PTC
DSC	C. Brownell	Instr., LM&R Training	Phoenix	2 weeks	PTC
	R. Burkholder	Instr., LM&R Training	Phoenix	1 week	PTC
	W. Crisco	Instr., LM&R Training	Phoenix	3 weeks	PTC
	R. Dinsmore	Instr., LM&R Training	Phoenix	14 weeks	PTC
	A. Dye	Instr., LM&R Training	Phoenix	1 week	PTC
	K. Esplin	Instr., LM&R Training	Phoenix	1 week	PTC
	B. Johnson	Instr., LM&R Training	Phoenix	2 weeks	PTC
	R. Johnson	Instr., LM&R Training	Phoenix	1 week	PTC
	C. Mayfield	Instr., LM&R Training	Phoenix	2 weeks	PTC
	B. Mollohan	Instr., LM&R Training	Phoenix	2 weeks	PTC
	M. Rector	Instr., LM&R Training	Phoenix	1 week	PTC
	R. Wiltzie	Instr., LM&R Training	Phoenix	3 weeks	PTC
	R. Thompson	Instr., LM&R Training	Phoenix	1 week	PTC
	D. Barbour	Instr., LM&R Training	Phoenix	3 weeks	PTC
	E. Montgomery	Instr., LM&R Training	Phoenix	1 week	PTC
	A. Regis	Instr., LM&R Training	Phoenix	2 weeks	PTC
	J. Wells	Instr., LM&R Training	Phoenix	4 weeks	PTC
	A. Strobel	Instr., LM&R Training	Phoenix	3 weeks	PTC
	J. Baker	Instr., LM&R Training	Phoenix	4 weeks	PTC
	E. Frandsen	Instr., LM&R Training	Phoenix	1 week	PTC
WO	L. Bellesi	Instr., LM&R Training	Phoenix	3 weeks	PTC
	R. Chandler	Instr., LM&R Training	Phoenix	1 week	PTC
	R. Conrad	Instr., LM&R Training	Phoenix	4 weeks	PTC
	E. Hayes	Instr., LM&R Training	Phoenix	2 weeks	PTC
	K. Corrigan	Instr., LM&R Training	Phoenix	2 weeks	PTC
	B. McClure	Instr., LM&R Training	Phoenix	2 weeks	PTC
	M. Millenbach	Instr., LM&R Training	Phoenix	2 weeks	PTC
	L. Ouellette	Instr., LM&R Training	Phoenix	1 week	PTC

Details and Instructor Assignments contd.

State	Individual	Purpose	Location	Est. Time Required	Travel & Per Diem Paid
WO contd.	C. Oynes	Instr., LM&R Training	Phoenix	3 weeks	PTC
	F. Shields	Instr., LM&R Training	Phoenix	5 weeks	PTC
	R. Sulenski	Instr., LM&R Training	Phoenix	2 weeks	PTC
	S. Spector	Instr., LM&R Training	Phoenix	2 weeks	PTC
	B. Anderson	Instr., LM&R Training	Phoenix	2 weeks	PTC
	C. Hall	Instr., LM&R Training	Phoenix	1 week	PTC
	S. Hughes	Instr., LM&R Training	Phoenix	1 week	PTC
	C. Lee	Instr., LM&R Training	Phoenix	1 week	PTC
	D. Zimmerman	Instr., LM&R Training	Phoenix	3 weeks	PTC
	D. Sparks	Instr., LM&R Training	Phoenix	2 weeks	PTC
	W. Kuhn	Instr., LM&R Training	Phoenix	2 weeks	PTC
	D. Traylor	Instr., LM&R Training	Phoenix	3 weeks	PTC

ENERGY CONSERVATION

The Department is presently completing their guidance instructions for the FY 1979 Bureau Energy Conservation/Management Program Plan. As in the past, we will be asked to submit our FY 1979 energy consumption projections. Specifics and formats for submission of these data will be provided in an instruction memorandum.

Although the guidelines are still in draft form, we can be fairly certain of some of the workload impacts on your part. Time and effort required will vary between States and, of course, is over and above the normal effort expended to implement, monitor, and submit the required quarterly reports. Briefly, some of the impacts will be:

1. By March 31, 1979, complete a preliminary energy audit for each Bureau-owned and operated building from 5,000 to 30,000 gsf.
2. By June 30, 1979, complete an identification of all buildings (including trailerhouses) owned on June 30, 1975, and identify for FY 1975 both the total building energy use in terms of BTU's and the total gsf of those buildings.
3. By June 30, 1979, list the number and gsf of buildings which have been retrofitted since FY 1975, the estimated or actual energy and cost savings which have resulted from the retrofit project, and the estimated or actual costs of achieving these savings.
4. By June 30, 1979, identify buildings presently individually metered and project costs of individually metering the remaining buildings. All Governmentfurnished quarters will be specifically identified.

The same reporting procedure used in FY 1978 will continue.

Submit your estimate of the time needed to accomplish an effective energy conservation program in your State/Office in the following format:

WORK ITEMS

ANTICIPATED EFFORT - HOURS

Preliminary Energy Audits (Item 1)
Building Analysis (Item 2)
Building Analysis (Item 3)
Building Analysis (Item 4)
Retrofit Work
Monitoring and Reporting
Other (specify)

TOTAL HOURS: _____

ENVIRONMENTAL ASSESSMENT AND STATEMENTS

General

- A. Environmental Assessment. Environmental assessments, documented in EAR's, will continue to be required in accordance with BLM Manual Section 1791 guidance. Some inconsistency among offices in scoping EAR's, reporting accomplishments, followup monitoring, and general management continues to exist. All States should review IM 77-22 and make their EAR program consistent with this guidance.
- B. Review of Other Agencies' Environmental Statements. Review your FY 1978 input on reviews in relation to previous years to establish your FY 1979 workload. Assess trend (increasing, stable, decreasing) in number of reviews, number of times the State served as lead agency, level of review performed, and the number of work-months used to develop this portion of your AWP.
- C. Range Environmental Statements. Range ES's will be prepared in accordance with the recently developed strategy accepted by the Court. See the Directives for Range.

EQUAL EMPLOYMENT OPPORTUNITY

General

- Complete EEO Program function reorganization and restaffing instructions contained in Instruction Memorandum No. 78-118, Change 1.
- Submit local FY 1979 Equal Opportunity Plans (EOP's) and carry out 100 percent of all actions contained in EOP's.
- Plan for one "all employees" meeting on the EEO Program.
- Effect promotions of qualified minorities and women in accordance with EOP goals, at all grade levels, but with particular emphasis on GS-9 and above.
- Effect the hiring of qualified minorities and women at all grade levels in accordance with EOP goals.
- Plan to send EEO Specialists, Federal Women's Program Coordinators, and Hispanic Employment Program Coordinators to annual Bureau and Departmental EEO Conferences and related workshops.
- Include EEO discussions and training at management conferences and District Manager/Division Chief meetings.
- Plan for the attendance of Division and Branch Chiefs at EEO Seminars to be held in each State Office, each OCS Office, the BIFC, and the WO (see Specific Directives for District Office EEO Seminar requirements).
- Plan for at least four EEO Committee meetings.
- Plan for EEO Counselors to visit each District in which there is no EEO Counselor regularly present.
- Plan for attendance of EEO Staff, Committee members, managers, and supervisors at local (local, State, regional, national) conferences of women's or ethnic minority groups (FEW, NOW, IMAGE, American GI Forum, LULAC, NAACP, Urban League, OCA, JACL, etc.).

PROGRAM EVALUATION

1. General

- A. Plan your internal evaluation efforts to achieve review of the work output, quality and procedural compliance of District Offices (DO) in each functional program at least once every three years. Your effort is needed to provide adequate quality control of on-the-ground operations. See BLM Manual 1241 (Rel. 1-1083) for current procedures.
- B. State Offices, DSC, and the OCS offices should program the necessary work-months to facilitate the WO evaluation schedule outlined in these directives. Additional details are provided in State specifics.
- C. In FY 1979, the training course in "Evaluation Techniques for State and District Office Personnel" is available. States which have not had the course given in their State should request it through the Training Plan. The goal is that by FY 1979, each SO will have a sufficient cadre of trained personnel so that all evaluation team leaders and a large portion of the SO evaluation team members will have received training.

2. Special Attention Items

- A. Each SO and the SCD will submit its FY 1979 Annual Evaluation Schedule on Form 1240-5 (revised November, 1976) with the narrative submission of the AWP, per BLM 1240.22.
- B. For the WO conducted GMEs and multi-functional evaluations, SOs can plan on the traditional schedule of 3 days interviewing and records review in the SO and 2 days in each of the two DOs identified. Also questionnaire survey data will be requested from BLM employees.
- C. For program evaluation studies, conducted by WO involving visits to states and districts, the total state involvement should not exceed 3 work-months per SO for all personnel contacted by the evaluation teams during the FY. Each State Office should plan for this 3 work-months.

3. FY 1979 Schedule

The schedule of WO Evaluations is outlined as follows:

FY 1979 EVALUATION SCHEDULE

General Overview

Management Evaluations

<u>State</u>	<u>Type</u>	<u>Date</u>
Alaska	Technical Services	Oct. 23 - Nov. 3, 1978
Alaska	Management Services	Aug. 20-31, 1978
California	GME	Feb. 5-16, 1979
Colorado	GME	Mar. 26 - Apr. 6, 1979
Idaho	Resources	Mar.14-25, 1979
Idaho	Plng-Envir-Bdgt	Jan. 22 - Feb. 2, 1979
Montana	Resources	Aug. 10-21, 1979
Nevada	Management Services	Feb. 26 - Mar. 9, 1979
Oregon	GME	Oct. 16-27, 1978
Utah	Technical Services	June 11-22, 1979
Wyoming	GME	June 4-15, 1979

Bureauwide Program Evaluations

<u>Subject</u>	<u>Timing</u>
Recreation Program	Oct. - Dec. 1978
Resources Inventory Efforts	Oct. 1978 - Apr. 1979
Maintenance	Oct. 1978 - Sept. 1979
Access and Transportation ROW	Apr. - Sept. 1979
Range Improvements	Apr. - Sept. 1979

Special Evaluations

Realty Case Backlog	Jan. 1 - Mar. 31, 1979
Cadastral Survey Program Management	Nov. 1 - Dec. 29, 1978

Followup Visits and Evaluation Techniques Training

Evaluation Techniques Training

<u>State</u>	<u>Date</u>
Alaska	Oct. 5-6, 1978
Wyoming	Oct. 2-3, 1978
Washington Office	Dec. 4-5, 1978

Followup Visits

There will be a followup visit to each State Office in which an Evaluation (GME or Multiprogram Functional) was conducted during FY 1978. The visit will be made by an Evaluation Specialist and will take 2-days.

MID-YEAR REVIEW

The FY 1979 Mid-Year Review sessions for States and the Service Center will be held during the 2nd week of May in Salt Lake City, Utah.

The following is a brief outline of how the mid-year review will be conducted.

<u>Dates</u> (Approximately)	<u>Action</u>
<u>2nd Week - April</u>	Printouts available to Field
<u>1st Week - May</u> (due Monday)	State/SC Mid-Year Analysis due in WO
(Tuesday-Wednesday)	WO Review of States submissions and make tentative decisions
(Thursday)	Phone tentative decisions to States/Service Center
<u>2nd Week - May</u>	Meet with representatives from States and Service Center. Meetings will be by appointment and States are to return home after appointment. There will be no concurrent sessions
(Wednesday and Thursday)	WO complete review and make final decisions
(Friday)	Issue Mid-Year Feedback Memorandum
<u>3rd and 4th Week - May</u>	All offices make AWP adjustments and send them to SC for processing in May business

We anticipate the mid-year review analysis to be directed primarily at deviations from the approved AWP with special emphasis on OPS items and the necessary adjustment required to accomplish the AWP. Narratives will be focused on why deviations are occurring, what shifts are necessary and additional inputs required to insure the AWP is accomplished. As in the past, request for items outside the current approved AWP will be entertained.

MOTOR VEHICLE AND HEAVY EQUIPMENT MANAGEMENT

General

Based on the "Motor Vehicle Management Study" (IM 78-109), Director (553) will attempt to meet FY 1979 general purpose motor vehicle needs through FY 1978 GSA and BLM purchases of vehicles. The Bureau is developing a replacement plan for BLM motor vehicles and Western Oregon road maintenance equipment included in the BLM Working Capital Fund. It is anticipated that replacement (only) will be purchased from the WCF.

Your needs for integrated fire trucks and other special purpose vehicles must be included in your Equipment Budget within assigned cost targets.

Service Center (D-520) has a technical assistance assignment to establish guidelines and procedures for a viable motor vehicle management plan. Knowledgeable representatives from Colorado, Nevada, and Oregon should plan to spend approximately 2 weeks working with the Service Center to develop the guidelines and procedures. State Offices should set aside time to develop their plans once the guidelines and procedures have been developed.

Working Capital Fund

States with mechanics should plan work-months in activity 9300 to cover time spent maintaining and repairing vehicles covered by the Working Capital Fund.

Work-months will be shown on Form 1680-1. Costs will not be planned in 9300 since they are incurred by the benefiting activity. However, average work-month costs provided by the Service Center do not include FOR or use rates for vehicles. Funds to cover these costs will be provided at mid-year review.

OPERATIONAL PLANNING SYSTEM (OPS)

1. General

The Operational Planning System (OPS) is the Bureau's primary management reporting system which tracks accomplishment of highest priority objectives.

A commitment has been made to the Director that he and the Directorate will be briefed on the status of OPS objectives in 1979. Summary reports prepared by Director (510) and Washington staff will be provided to the Directorate and to State Directors. State Directors should take necessary steps to assure that reports are submitted to the Director (510) in a timely and complete fashion.

The OPS Directives appear at all levels of the Directives. From the General Directives to the State specifics by activity, they generally are presented at increasing levels of specificity.

2. Specific

The following items are OPS objectives for FY 1979:

A. Environmental statements and planning:

- Grazing ES's: Thirteen grazing ES's are scheduled for completion in 1979 and work will be underway on others to be completed in future years. (Inventory related to 1981 and 1982 is a separate OPS item.)
- Coal programmatic ES (Washington Office): to be completed in FY 1979.
- Coal regional ES's: Seven ES's are to be completed in FY 1979.

B. Inventories and wilderness review:

- Multiple resource inventories: Soils and vegetative inventories needed for planning prior to 1981 and 1982 environmental statements will be completed in FY 1979; wildlife inventories for all of the 1981 and some of the 1982 ES's will be completed.
- Endangered species inventories: The Secretary has directed BLM to provide data on 27 endangered species and their critical habitats on the public lands by January 1, 1980. Most of the effort to meet this deadline will have to be made in 1979.
- Wilderness "instant" study area review: A total of 55 instant study areas must be reported by July, 1980.

- Wilderness accelerated inventory: Inventory must be completed on non-instant study areas by the end of FY 1980.

C. "On-the-ground" management:

- Allotment Management Plans: AMP's will be implemented on eight approved ES areas.
- Habitat Management Plans: Cooperative management plans will be implemented in 37 areas.

D. Other priorities:

- Short-term coal leases: Issue 23 leases.
- ANCSA conveyances: Convey 6.6 million acres in FY 1979.

Additional information on these objectives is provided in the activity and State specifics.

REPORTING REQUIREMENTS

OPS reporting procedures have been revised significantly for FY 1979. In general, the changes are aimed at providing additional and more timely information on OPS objectives that are not being reached and providing a mechanism for bringing these shortfalls to the attention of the Directorate so that corrective action can be taken where necessary or appropriate.

The following reports are required for OPS objectives:

- AWP Submission

In their AWP submissions, states must identify all specific items that will be tracked in the OPS system as well as the planned accomplishments for each. This report will be the basis of progress reports during the year following approval of the specific objectives and must be submitted in the format specified for OPS reports below.

- Monthly reports (Coal Regional ES reports only)

Beginning November 5, 1978 and thereafter, monthly reports will be provided on the coal Regional ES efforts. These reports will be in the same format as those submitted in FY 1978 to Director (140). Also see OPS requirements noted in the specific Directives for 4110-11.

- Quarterly reports

As in the past, quarterly OPS reports will be submitted for all other objectives. A narrative explanation must accompany all reports that indicate significant deviations from planned accomplishments or whenever difficulties in reaching the objectives are anticipated.

- Supplementary reports:

Supplementary or interim reports will be submitted whenever and as soon as problems emerge that threaten accomplishment of the OPS objectives. The reports should include:

- identification of the problem encountered and its impact on the OPS objective.
- identification of the solutions and/or decisions to be made to solve the problem.
- indication of the outlook for achieving the planned objective once corrective action is taken.

Reporting format

Reports are to be submitted in the format shown on the following page, with the exception of the monthly coal regional ES report which are to be submitted as shown in the 4110 directives.

The following benchmarks or items will be reported:

Grazing ES's and coal programmatic ES:

Preparation plan

PDES

DES

PFES

FES

Multiple resource inventories: total acres

Endangered species inventory: total acres

Wilderness instant study areas:

By area :

Inventory

URA/MFP

Request for mineral survey

Management summary

Environmental analysis

Study report

Submitted to WO

Wilderness inventory:

Public involvement plan

Fieldwork

Public input

Study area list/map published.

**OPERATIONAL PLANNING SYSTEM (OPS)
Fiscal Year 1979**

ES's and Planning <input type="checkbox"/> Grazing ES <input type="checkbox"/> Coal programmatic	Inventory and wilderness review <input type="checkbox"/> Multiple use inventory <input type="checkbox"/> Endangered species inventory <input type="checkbox"/> Wilderness "Instant" study areas <input type="checkbox"/> Wilderness inventory (non-instant study areas)	On-the ground improvements <input type="checkbox"/> AMP implementation <input type="checkbox"/> HMP implementation <input type="checkbox"/> ANCSA conveyances	Other priorities 	Page of _____ State _____ SO Contact _____ Tel. No. _____
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1 OPS Item - Benchmarks, Key events, or name	2 Status as of 9/30/78	3 Planned Accomplishments FY 1979	4		5		6		7	
			Planned	Completed	Planned	Completed	Planned	Completed	Planned	Completed
(As specified on the previous page.)										
		(Equals sum of planned accomplish- ments, columns 4, 5, 6, & 7.)								
		For ES's, AMP's, HMP's, and Wilderness OPS items, show Planned and completed accomplishments in <u>percentage</u> of <u>total effort required</u> .								
		For ANCSA conveyances, show <u>acres conveyed</u> .								
		For multiple use inventories and endangered species, show <u>acres inventory</u> .								
		For short-term coal leases, show <u>leases issued</u> .								

No entry
in this
column
for these
items.)

ORGANIZATION AND MANPOWER

1. General

Specific instructions and information pertaining to Tables of Organization are contained in the Specific Directives for each State/Office. FY 1979 Table of Organization Change Notices will be mailed separately to those States/Offices having TO changes in FY 1979.

The extreme permanent position lapse rate of 12% in FY 1978 requires that more intensive efforts be made in FY 1979 to maintain a lapse rate closer to 8%. The expiration date of Instruction Memorandum No. 78-283 pertaining to EOY ceilings is revised to read 9/30/78 instead of 9/30/79 as originally issued.

2. Recruitment for Permanent Full-Time (PFT) Positions

In order to maintain the PFT position lapse rate at an acceptable level, the following items should be adhered to as closely as possible by all managers and supervisors.

- A. Efforts necessary for filling vacant PFT positions should receive priority over efforts necessary for filling WAE, part-time (PPT), and temporary positions.
- B. You are to place top priority, as in the past, to converting WAE's and PPT's to PFT at every available opportunity.
- C. You may initiate recruitment action immediately upon learning that a position will be vacated. When there is a pending retirement, or resignation involved, a position may not be committed to an individual until the position is actually vacant. Positions may be committed when the incumbent is leaving for other reasons such as promotion to another job. No positions may be dual-filled without prior approval of the Director (500).
- D. When you anticipate that there may be a shortage of candidates for a given vacancy, you should consider requesting a Civil Service certificate of eligibles concurrently with the issuance of a vacancy announcement.

E. Servicing personnel representatives should provide special liaison and assistance to selecting officials and managers to accelerate the selection process by:

- giving advance notice that candidate referral rosters are about to be issued so selecting officials can plan their schedules to allow expeditious handling of the roster.
- providing assistance with the interview process in cases where candidates are unavailable for personnel contact.

F. Supervisors must make every effort to provide promotion panel members whenever requested.

3. Other-than-Permanent Full-Time (OPFT) Positions

Bureauwide use of OPFT positions is increasing at a rapidly accelerating rate, due in part to the lack of PFT positions associated with the large fund increases we have recently received. As with PFT positions, we are also constrained by an EOY ceiling for OPFT positions; this ceiling falls far short of our OPFT needs at the end of the fiscal year.

To manage this OPFT ceiling the following restrictions will apply.

- A. Each State/Office will be responsible for meeting the assigned EOY ceiling. The requirement in FY 1978 that no more than 65% of your OPFT ceiling could be used for WAE/PPT is rescinded and you have total flexibility to manage your EOY ceiling. The only constraint in the total number of WAE/PPT positions you may have is your funding capability and EOY ceiling. In appointing WAE/PPT, do not base funding availabilities on one-time cost targets currently available to you.
- B. Temporary employees "temporarily" terminated by September 22, 1979 to meet the OPFT ceiling may not be rehired until October 21, 1979.

4. Cooperative Education Program

In staffing for long-term needs, extensive use of the Cooperative Education Program is encouraged. Among other desirable features of this program is the authority to noncompetitively convert, within existing TO's, Co-op Education students to career conditional appointments upon graduation. Particular emphasis should be placed on using this program for shortage category positions.

5. Hiring for Short-Term Projects

Because of the large number of short-term projects (less than 2 years) such as EIS's which the BLM is involved in, alternative staffing methods should be used to the greatest extent possible to minimize future staffing disruptions when the projects are completed. Methods which you should consider include: term appointments when authorized, IPA assignments, employment of college faculty members, temporary appointments, and in some cases details or temporary promotions.

6. Position Management

Grade levels will continue to be monitored to insure that managers and supervisors are practicing sound management principles, effective position management, and cost control. Actions to be considered appropriate in the management process are:

- A. Structuring or restructuring positions to provide for hiring at entrance levels; to provide as low a ratio as possible of supervisory, managerial, and staff support positions to nonsupervisory operating positions; to achieve a reasonable balance between professional and nonprofessional positions; to achieve a reasonable proportion of trainees and lower-level employees to estimated replacement needs for journeyman and higher-level employees; to provide a clear delineation of work assignments and job-to-job relationships which avoids excessive supervision and review, excessive staff advice and assistance, and conflicts and ambiguities in work assignments; to provide a clear understanding and definition of the kinds and levels of skills and knowledges required for competent and safe performance of position duties; and to provide sound use of grade levels resulting in well-balanced position structure with grades of positions fully supported by essential work to be accomplished and employees fully utilized at the level of their positions.
- B. Vacant positions must be analyzed to determine whether they can be redesigned or reallocated for more effective manpower utilization. Such an analysis is necessary each time a position is vacated. If it is decided to restructure a position, consideration should be given to announcing it as an "Upward Mobility" opportunity.

- C. A vital element in position management and cost control is the establishment and maintenance of an organization structure designed to provide effective accomplishment of program objectives. Each manager and supervisor must constantly be on the alert to identify possible organizational modifications which will enable the Bureau to provide the maximum output with the minimum number of employees.

PROCUREMENT PLANNING

Because of the importance of timely contract support to the fulfillment of AWP commitments, it is essential that all offices do a good job of procurement planning preparation.

This includes:

- Identify and committing the manpower inputs necessary to support the procurement, such as statement of work preparation, assistance in negotiation, and contract administration.
- Identifying individuals who should receive contract training to prepare them for contract preparation and administration.
- Considering the necessary lead time for procurements.
- Developing priorities between projects, where conflicts exist.

Procurement Procedures for FY 1979 AWP Preparation

I. Procurement Offices (DSC and WO) will:

- A. Review submissions to determine their capability to meet them and other work demands.
- B. Negotiate necessary timing changes with the involved field office and note them in the AWP feedback.
- C. Identify to the Director (510) any possible lack of capability to meet the total procurement workload, as negotiated.

II. Additional Instructions

- A. Include the following types of procurements under code "A06 Land Treatment" on Form, 1680-5:

Maintenance: Janitorial, recreation site maintenance

Equipment Rental: To support road and reservoir maintenance

Land Treatment: Tree planting, thinning, site preparation, aerial fertilization and seeding, mulching, plowing and seeding

Special Services: Cone collection, transplanting, falling and bucking, timber stand improvement, tree seedlings

Other Non-Professional Service-Type Contracts: Wild horse roundup, sleeping bag repair, hose repair, courier services, security services, room and board, hauling.

- B. If individual procurements cannot be identified in a particular subject area as yet, categorize and provide as much information as possible (e.g., appropriate number of actions, estimated dollar range, type of services).
- C. Field offices and procurement offices must monitor the plan and inform each other of necessary adjustments.
- D. Major additions or changes by field offices require advance coordination with the procurement and budget offices.
- E. Contracts which require award early in the FY must be initiated prior to approval of AWP, to provide needed lead times.
- F. Refer to Appendix 2 of BLM Manual Section 1513 for average procurement lead times for negotiated procurements. For negotiated contracts not exceeding \$50,000, use lower end of lead time range; use top of range for contracts over \$100,000. Individual procurement schedules will be developed by the procurement office for each negotiated contract when the procurement request is received. Refer to Appendix No. 1 pages 1 through 4 for average procurement lead times for formally advertised contracts.
- G. Consider whether review or approval at higher level is required, e.g.,
 - Management consulting services require Departmental approval (365 DM).
 - ADP services require review by D-200 and approval by Department (306 DM).
 - Contracts for services over \$200,000 require Departmental approval (IPR 14-55.2).
 - All procurements exceeding \$200,000 must have prior approval of the Assistant Secretary, Land and Water Resources.
- H. Items to consider in calculating the types and amount of technical support needed for negotiated contracts for studies or research: (Column 13, Form 1680-5).
 - 1. Prepare procurement request package (2-40 work/days)
 - a. Statement of Work
 - b. Evaluation Criteria

Estimate work/days required
by considering:
- how many disciplines
(people involved)

- c. Technical Proposal Instruction
 - how complicated
 - is there a sample which can be adapted or is new effort required?
 - is help needed from outside the office to develop it? (e.g., special skills, other agency or public input)

2. Assist in preparing the RFP - 3 days

3. Assist at preproposal conference; answer questions from contractors on RFP - 3 days

4. Evaluation of proposals - 7 days per subject specialist required to participate in Technical Proposal Evaluation Committee

5. Support contracting officer in negotiations - 5 days (one person)

6. Assist CO in writing contract - 1 day

7. Assist CO in debriefing unsuccessful offerors - 2 days

8. Contract administration

- a. Post award conference with contractors, subs, COAR, PI's - 2 days

- b. Routine administration (COAR and PI) - 4 days/month per discipline

- c. Review of final report (COAR) - 10-15 days

I. Items to consider in calculating types and amount of technical support needed for construction and land treatment contracts: (Column 13, Form 1680-5)

1. Statement of Work and Specifications - 1-100 days

2. Site visit - 1 day

3. Pre-work conference - 1 day

4. Contract administration - 1 day for each day of anticipated contractor field performance except in non-complex projects wherein a superficial visual examination will show contract compliance.

Consolidated Procurements

DSC has the responsibility for analyzing AWP equipment budgets and for determining items which can be consolidated for single procurement actions. DSC will, upon completion of its analysis, advise all offices which items have been selected for consolidated procurements and their ordering schedules.

MINORITY BUSINESS ENTERPRISE CONTRACTING PROGRAM

Departmental initiatives during FY 1978 to increase minority participations in procurements are expected to accelerate during 1979. Goals are not being established at this time, but will be determined following an analysis of the Procurement Plan submissions. Please identify all procurements in your AWP submission which you feel have solid potential for the SBA 8(a) set-aside program. All types of contracts, i.e., supply, service, construction, and study, should be considered. List 8(a) proposals included in your procurement plan in your narrative, using the following format:

Item No.	Activity	Project	Cost Estimate	Location	Necessary Start Date	Brief	Potential Contractor
		or Procurement Type and Name		(District, etc.)		Descrip- tion	

a/

b/

a/ Column 5, Form 1680-5

b/ Include skills and equipment needed

In addition to the 8(a) set-aside program, an effort will be made to maximize minority participation in competitive procurements. Every BLM contracting and purchasing office will have to establish a separate listing of every identifiable minority firm in their geographical area. Each State (Procurement Analysts) should assist Districts by compiling State-wide lists from sources such as the Regional Offices of the Small Business Administration and Office of Minority Business Enterprise, in addition to utilizing Commerce Business Daily announcements and the services of the Bureau's Minority Business Enterprise Coordinator.

State Office (Procurement Analysts) are the focal points for their coordinating the Bureau's Minority contracting program. An early involvement in the procurement process including the preparation of AFP submissions for 8(a) awards is essential for a successful program.

PROPERTY MANAGEMENT

1. Copy Machines

As indicated in Instruction Memorandum No. 77-328, dated June 30, 1978, purchase of copy machines is advocated and should be planned in your AWP if economies can be achieved. Centralization of copying equipment through the establishment of "copy centers" where practical, is also advocated. You are reminded that certain requests must be submitted through the Director (553) to the Director of Administrative Services, Office of the Secretary, for approval before any commitment is made.

Requests of this nature include:

- A. Rental of equipment from vendors whose contract requires a term in excess of 90 days and assesses a monetary penalty for early cancellation.
- B. Purchase of equipment and/or accessories whose cost exceeds \$1,000.
- C. Rental of copiers whose cost per copy exceeds the established cost per copy criteria.
- D. Rental or purchase of equipment not listed in Federal Supply Schedules. (Where rental or purchase must be accomplished through a dealer as opposed to the company's branch office. Approval must be obtained from the Department.)

Approval requests for the above acquisitions should be made on Form DI-1866, Request for Reprographic Equipment. This form eliminates the need for a memorandum. When submitting this type of request, the original purchase order should be attached to the DI-1866.

2. Word Processing Equipment: Each field office will identify its requirements for word processing CRT equipment rentals and/or contract services and submit these requirements with their AWP. Where funding crosses activities, it should be so noted.

Word processing equipment to be used for ES preparation must incorporate photocomposition in accordance with Instruction Memorandum No. 78-78. This application and others will be addressed by a WO-550 WAR during FY 1979 and equipment standardization is a planned result. This WAR will establish a study team to develop and document a systematic plan of action to implement the word processing unit in BLM. Colorado SO should plan 2 man-months for a writer-editor to "support this WAR."

3. Printing and Publications Management: A WO-550 WAR has been approved to review Bureau printing and publications requirements and develop standards and procedures for preparation and management of publications. Field offices will be required to identify printing requirements and publications at a later date. Wyoming SO (Public Affairs) should plan 1 work-month to support this WAR.

Camera Purchase

A few States expressed a considerable amount of concern over Instruction Memorandum No. 77-551 and No. 78-164, Review of Camera Inventories and FY 1978 Acquisitions. However, most States made a conscientious effort to manage and, in fact, reduce their camera equipment. During FY 1979, we do not intend to hold you to the acquisition ratio expressed in Instruction Memorandum No. 78-164. By the same token, we do not intend to open the door completely for additional purchases. When we review a State's peak season Table of Organization and subtract obvious positions which seldom, if ever, have a need for cameras (managerial, clerical, administrative, and other office types), we find that most States still have a ratio of one camera for ever two or three employees. Recognizing that some employees, by nature of their field work, have a permanent need, it is incumbent on the State Director to show why, through pooling, all needs cannot be met without increasing the inventory. Obviously emphasis should be placed on replacing old or outmoded units.

4. The following guidelines apply to FY 1979 camera purchases:
 1. Replacements may be programmed without justification to Director (550). Bureau Form 1520-34 must be submitted to the Service Center Director (D-520) at the time the order is initiated.
 2. Additions must be thoroughly justified based on new FY 1979 programs and position increases.

Each State's camera equipment budget will be reviewed to determine if it is reasonable in relation to the above.

5. Facsimile Machine Requirements

A Bureauwide study is being conducted to determine the feasibility of leasing a Bureauwide facsimile machine system rather than having each office lease its facsimile equipment. Compatibility of equipment, thus providing better service, is one of the objectives. Funding of the Bureauwide system has been projected in the Washington Office budget. This is stated here so as to advise the States that if leasing a Bureauwide system is determined feasible, it is targeted for initiation within the first half of FY 1979 and will be funded by the Washington Office for the remainder of the year.

PUBLIC AFFAIRS

Highest priority should be given to implementing the national public affairs plans on wilderness review, FLPMA, grazing, ORV's, wild horses and burros and coal programs. Copies of public affairs plan written on issues at the State level should be sent to Director (130).

- Each State must send at least one item a week for inclusion in the "Director's Weekly Highlights" to Director (130), Attention: Louise Downs. Material submitted should be timely, edited for clarity and should reach WO by the Wednesday preceding our Friday publication date. To speed up the process, the telefax can be used.
- State PAO's should encourage District Offices to plan and submit at least one article in support of Bureau programs for Our Public Lands. Articles or article ideas should be sent to Paul Herndon (130).

RECORDS MANAGEMENT

General

General

- Implement and/or continue the review and disposal of case files stored in Federal Records Centers in accordance with the Bureau's disposal schedule. Report to the Director (410) as of January 1, 1979 the estimated cubic feet of records remaining to be reviewed.
- Continue to assist D-700 in identifying SO and SC forms that require Privacy Act statements. Review each form with the objective to eliminate the form or reduce the amount of personal data required.
- Provide assistance as needed for the DRD effort as it relates to land and survey records.
- Provide assistance as needed in connection with microfilming of field notes and plats.
- Budget equipment for installation and operation of the survey field note and plat systems. Contact the DSC Division of Records Systems for advice and assistance on items needed.
- Utah will give first priority to development of a paperwork management system that will ensure that Advance AWP Directives do not get misplaced in the future.

Encl. 1-54

RESEARCH AND DEVELOPMENT

Contract funds for the projects listed below have been added (one-time) to the Denver Service Center Cost Targets. All contracts will be initiated at DSC except where noted for California, Montana and Oregon.

States should program support of these projects in affected areas.

<u>State, Project and Procurement I.D. No.</u>	<u>Cooperative Organization</u>	<u>Sub- Activity</u>	<u>Funds Held in DSC \$</u>
<u>ALASKA</u>			
Literature Survey Ecology of Fire in Alaska YA-300-PP9-31	PNW Forest & Range Research Sta. USFS	4360	20,000
<u>ARIZONA</u>			
Forage Production of Burro Habitat YA-300-PP9-7	Arizona St. Univ.	4320	25,000
Field Research on Desert Tortoise YA-300-PP9-27	Arizona St. Univ.	4350	12,000
<u>CALIFORNIA</u>			
Equipment Development for Range Improvement YA-300-PP9-2	San Dimas Equip. Cntr. USFS	4320	22,000
Storage Tests of Mojave Desert Shrubs YA-300-PP9-18-CA	Univ. Calif. at Davis.	4340	8,000
Landscape Planning for Visual Resource Sensitivity Level and Contrast Rating YA-300-PP9-11	PSWF&RRS USFS	4330	30,000

<u>State, Project and Procurement I.D. No.</u>	<u>Cooperative Organization</u>	<u>Sub- Activity</u>	<u>Funds Held in DSC \$</u>
<u>COLORADO</u>			
Grazing Allotment Simulation Model YA-300-PP9-9	Colorado St. University	4320	60,000
Infiltration, Runoff, and Sediment Production from Public Lands YA-300-PP9-17	USGS	4340	43,000
Big Horn Sheep Study on Trickle Mountain YA-300-PP9-23	Colorado St. University	4350	10,000
Responses of Mule Deer to Mechanical Manipulation of Vegetation in Small Patches of Winter Habitat YA-300-PP9-26	TBD	4350	48,000
Measuring Dispersed Use and Visitor Preference YA-300-PP9-10	Rocky Mtn For.& Range Res. USFS	4330	30,000
<u>IDAHO</u>			
Effects of Habitat Alteration on Long-Billed Curlew YA-300-PP9-19	Univ. of Montana	4350	22,000
Reynolds Creek Hydrology Study YA-300-PP9-13	SEA, USDA	4340	100,000
Raptor Tolerance to Human Disturbance YA-300-PP9-20	TBD	4350	20,000
Habitat Manipulation Study YA-300-PP9-21	TBD	4350	67,000
Raptor Food Requirements YA-300-PP9-22	TBD	4350	29,000

<u>State, Project and Procurement I.D. No.</u>	<u>Cooperative Organization</u>	<u>Sub- Activity</u>	<u>Funds Held in DSC \$</u>
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DENVER SERVICE CENTER

Cooperative Study of River Users (Oregon, Utah and Idaho) YA-300-PP9-12	N. Cent. Forest Res. Sta. USFS	4330	12,000
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Non-Game Research YA-300-PP9-25	TBD	4350	25,000
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MONTANA

Soil, Vegetation & Water Studies in Southeastern Montana YA-300-PP9-15	SEA	4340	60,000
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Fertility Control of Wild Horses YA-300-PP9-5	MT. St. Univ.	4320	80,000
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Determination of Seasonal Habitat of Sharp-tailed Grouse in Relation to Grazing. YA-300-PP9-28-MT	MT. St. Univ.	4350	6,000
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Chamberlain Creek Elk Logging YA-300-PP9-24	Univ. of MT.	4350	32,000
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Value of Reservoirs for Water- fowl Production YA-300-PP9-29-MT	MT. St. Univ.	4350	5,000
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Relationship Between Stockpond Age and Waterfowl Use YA-300-PP9-30-MT	MT. St. Univ.	4350	5,000
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NEVADA

Environmental Impacts of Intensive Livestock Grazing Mgmt. Systems YA-300-PP9-8	SEA, USDA	4320	100,000
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NEW MEXICO

Phenology Development & Carbohy- drate Budgets of Range Plants YA-300-PP9-4	N.M. St. Agric. Exper. Station	4320	20,000
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State, Project and
Procurement I.D. No.

Cooperative
Organization

Sub-
Activity

Funds Held
in DSC \$

OREGON

Pollen Storage Study
YA-300-PP9-38-ORE

Oregon St. Univ.

6310

5,000

Douglas Fir Regeneration Methods
YA-300-PP9-39

PNW F&R Res. Sta.
USFS

6310

30,000

Development of Guidelines for
Improved Nursery Stock
YA-300-PP9-37

PNW F&R Res. Sta.
USFS

6310

33,300

Development of Rust Resistant
Pines
YA-300-PP9-32

PNW F&R Res. Sta.
USFS

6310

35,000

Hybridization of Genus
Pseudotsuga
YA-300-PP9-33-ORE

Oregon State
University

6310

4,800

Forest Fertilization
YA-300-PP9-34

Univ. of Wash.

6310

13,000

Reforestation in SW Oregon
YA-300-PP9-35

PNW F&R Res. Sta.
USFS

6310

85,000

Evaluation of Survival Potential
Under Drought Stress of Douglas
Fir
YA-300-PP9-36

Oregon State
University

6310

21,000

Log Grade and End Product
Recovery Study
YA-300-PP9-1

PNW F&R Res. Sta.
USFS

4310

25,000

UTAH

Salinity from Public Lands in
Price River Basin
YA-300-PP9-16

Utah State
University

4340

60,000

State, Project and
Procurement I.D. No.

Cooperative
Organization

Sub-
Activity

Funds Held
in DSC \$

WASHINGTON

Chemical Restraint of Wild
Horses and Burros
YA-300-PP9-6

Washington St.
University

4320

50,000

WYOMING

Stratton Sagebrush Hydrology Study
YA-300-PP9-14

RMF&RR, USFS

4340

60,000

Phenology and Productivity of Semi-
Arid Shrub Types
YA-300-PP9-3

Univ. Wyoming

4320

40,000

TOTAL

1,353,000

SAFETY

1. General

A. YACC and YCC

- (1). Assure that State Safety Managers conduct two formal inspection/evaluations of each YACC and YCC camp and facility --- a pre-camp inspection/evaluation within 6 weeks prior to camp opening, and another during the operation of the camp. In addition, State Safety Managers will conduct at least one informal inspection/evaluation for each YACC camp and/or activity.
- (2). Program sufficient work-months for the District Safety Coordinators to make periodic inspection/evaluation of each YACC and YCC camp, facility, and/or activity.
- (3). Assure that all YACC and YCC participants are provided orientation and specialized job-related safety training.
- (4). Assure that all field YACC and YCC participants have completed a basic first aid course within the last 3 years.

B. Aviation Safety

It is Bureau policy that all helicopter passengers wear protective clothing which will reduce burn and head injury in the event of accident. Each passenger must wear Nomex outer clothing [either coveralls (estimated cost \$55.00) or pants and shirt], a hardhat and leather gloves.

All States must acquire before the FY 1979 field season, protective clothing for all helicopter passengers (see OAS Operational Procedures Memorandum 78-18, Personal Protective Equipment for Selected DOI Aviation Operations). Additional BLM supplemental instructions concerning standards for protective clothing and aviation safety will be issued in the near future.

C. Other

- (1). Program necessary work-months for Safety Program Coordinators to carry out the annual inspection requirements under OSHA and other required evaluations.
- (2). Assure that all field employees engaged in field work have completed a basic first aid course within the last 3 years.
- (3). Increase efforts to assure that all employees are provided, wear, and maintain appropriate personal protective equipment.

- (4). Each DO, State, DSC, BIFC, and OCS Office will consider sending one supervisor to attend a formal basic safety management course.
- (5). Maintain or increase safety management activities to achieve compliance with the following items: (a) procedures to assure the safe operation and maintenance of motor vehicles and heavy equipment, including operator training and certification; (b) procedures to assure adequate response to field emergencies; and (c) procedures for effective response to emergency situations at all buildings occupied by BLM employees.
- (6). Program sufficient work-months to permit the review, analysis, and submission of complete and properly coded "Reports of Accident/Incident" (DI-134).

2. Special Attention Items

- A. Although not yet approved for FY 1979, States desiring to hold an Executive Safety Seminar should so indicate with the narrative submission of the AWP. (Instructor's fee, travel, living expenses and software for two sessions will be paid for by the WO if approved).
- B. Consider attendance of State, DSC, and BIFC Safety Managers, and OCS Safety Program Coordinators at the Federal Safety Council Meeting (held in conjunction with the National Safety Congress) in Chicago, Illinois (October 2-4, 1978).
- C. State Safety Managers are encouraged to hold a safety workshop for District safety coordinators and supervisors.

SPACE AND ALTERATIONS

Federal Buildings Fund

1. Public Law 92-313, The Public Buildings Amendments Act of 1972, requires that agencies be charged for all space and related services provided by GSA at approximate commercial equivalent rates. All such costs will be paid by the Service Center based on billings by GSA. The following are not chargeable to the Federal Buildings Fund and must be accommodated within your cost targets for the appropriate activity.

- A. Maintenance, repair, and alterations to Bureau-owned buildings and facilities.
- B. Office moves.
- C. Telephone services, changes, or new installations, except FTS charges paid from the Washington Office.
- D. Unplanned temporary or short-term space for special projects leased by the Bureau(i.e., EIS, special Bureau leases for land, etc.)

2. Space and Alteration Requests

The additional space needs identified in response to Instruction Memorandum No. 78-141 were costed out by the Service Center for each State and cost targets were reduced accordingly. Space requests so identified should be submitted routinely to the Service Center. If the request is not within the needs previously identified, SD's must submit explanation of requirement with request. The Service Center will evaluate to determine if space request can be processed without additional SLUC funds in FY 1979. If space request requires additional SLUC funds, DSC will notify Director (500) and not process space request until advised by Director (500) that additional funds can be made available.

Reimbursable Work Authorizations (GSA Form 2957) under \$2,000 can be forwarded directly to GSA by State Offices with a copy to SC (D-521). Do not submit Document Face Sheets associated with Reimbursable Work Authorizations. The Service Center will prepare all Document Face Sheets. Those requests over \$2,000 must be forwarded to GSA through the Service Center. All reimbursables will be funded by the Federal Buildings Fund subject to availability of funds. If total funding in the SLUC fund is sufficient to handle projected overruns in reimbursable work authority, the Service Center Director may continue to honor requests. If funding is inadequate to handle projected reimbursable work advise Director (500) before processing requests to GSA.

3. Congressional Add-on

Funding for anticipated GSA space associated with the Congressional add-ons has been held in WO pending refinement of field space needs. Given the flexibility with the EOY ceiling (see section on Manpower and Organization) you are to submit with your AWP (4800 - Program Services) a list of space needs using the table provided on the following page.

In addition to the submission requirements outlined in this directive, copies of the additional FY 1979 Space Needs Form must be submitted to the Service Center (D-520).

The Service Center should consolidate the space needs associated with the Congressional add-ons and submit by name and location a cost estimate for FY 1979 within two weeks receipt of field submissions.

Do not include space needs for the Mining Claim Recordation Program since the cost have already been calculated for FY 1979 and space funding set aside.

ADDITIONAL FY 1979 SPACE NEED
(Congressional Add-On Only)

State/Office _____

Date _____

1. Name and location of space _____.
2. Occupancy date _____ (date space must be available).
3. Date SF-81 will be submitted to Service Center _____.
4. Identification:

A. Classification of new or additional space:

<u>TYPE</u>	<u>SQ. FT.</u>	<u>NEW/ADDITIONAL</u>
Office		
Warehouse		
Special		
Parking		
Other		

1/ Identify whether new or additional space by classification.
New space is defined as a different building or complex.
Additional space is defined as expansion of space in some
building or complex.

B. Classification of space to be released with acquisition of new
space:

<u>TYPE</u>	<u>SQ. FT.</u>	<u>NEW/ADDITIONAL</u>
Office		
Warehouse		
Special		
Parking		
Other		

5. Identify the add-on(s) associated with the increase space costs. Also
identify the percentage of the increase by program.

"SPECIAL INTEREST PROJECT CODES"

General

Special interest project codes are used primarily for program management and reporting purposes. These special codes must be used on all financial documents including time and attendance reports to reflect the cost of all work on special projects.

When there is a conflict on which project codes to use, some special projects codes have priority over other codes. Those special project codes assigned for cost recovery purposes (subactivity 5100) will always have priority over all codes. Special project codes established because of an Act of Congress have priority over all others and are identified in the special project codes below with an asterisk.

Cost Recovery

AD00	Adopt-a-Horse Program - use only to reflect health fees and transportation costs to the distribution centers.
AL01	Alaska Gasline Project (General Management Overview)
AL02	Arctic Gas (WO 520 only)
AL03	Alaska Gasline Project (Northwest Pipeline Company)
AL05	Alaska Gasline Project (Northern Border Pipeline Company)
AL06	Alaska Gasline Project (Pacific Gas Transmission Company)
AL07	Alaska Gasline Project (Pacific Gas & Electric Company)
CS00	Colstrip Environmental Statement
FL07	Alaska Pipeline Inspection
FL08	Alaska Pipeline Road and Airport Inspection and Administration

Special Interest

*AK00	King Range
BC00	Federal/State Beaufort Sea Oil and Gas Lease Sale
CE00	Coal Programmatic Environmental Statement
CP00	Consultation Process - Fish and Wildlife Service (FWS) and National Marine Fisheries (NWF) - This code should be used for initial communications, and any subsequent data collection or analyses identified as a result of consultation requirements under Section 7 regulations of ESA.
*DE00	California Desert
*DE01	California Desert Law Enforcement
	Land and Water Conservation Fund (FLPMA-Section 205 and 318):
*LW01	Case Mountain - California (9400 only)
*LW02	Powderhorn - Colorado (9400 only)
*LW03	Ruby Mountain/Browne Canyon - Colorado (9400 only)
*LW04	Aquirre Springs - New Mexico (9400 only)
*LW05	Chama River - New Mexico (9400 only)

EM00	EMRIA (4110 only)
LROO	Labor Union/Management Relations. Union stewards and all BLM employees should code time spent on labor relations.
MH00	BIFC Mess Hall
*MR00	Upper Missouri River (*When using 9400 activity)
NE00	Remote Sensing
NP00	Pet 4 - Surface Management
NP01	Pet 4 - Planning
NR01,2,3 etc.	Range ES
*PC00	Pacific Crest Trail (9400 only)
PR00	Withdrawal Review - W/D Review on all Federal lands and BLM and Forest Service lands closed to the Mining Law of 1872 or the Mineral Leasing Act of 1920 as amended. Use with subactivity 4210 only.
PT00	Withdrawal Review on BLM lands not closed to the Mining Law of 1972 or the Mineral Leasing Act as amended. Use with subactivity 4210 only.
PW00	Withdrawal Processing (actions pending prior to October 21, 1976)
PX00	Non-Federal Land Policy and Management Act (FLPMA) Withdrawal Review - This project code is to be used for review of non-FLPMA withdrawals within the 11 western States and for all withdrawal review work outside the 11 western States. This code may be used with subactivity 4210, Land and Realty Management only
*RR00	Rogue River (9400 only)
SCOO	Seed Cone Collection (O&C only)
SK00	Sikes Act Implementation
SO00	BIFC Training Support
SS00	Colorado Salinity Study
WR00	Water Resources Council - Alaska only
YA00	Young Adult Conservation Corps
Y000	Youth Conservation Corps

The construction project numbers (Activity 2100 and 6100) and contributed funds (activity 7000) are not to be construed as special project numbers and accordingly should always be used even though the project may fall within a priority geographical area (DE00, AK00, etc.).

TRAINING

1. General

For approved Bureauwide training courses for FY 1979 your AWP submission must include the name, grade, and position held for each nominee for each Bureauwide course. Each course must be on separate sheet so they can be combined and sent to each program leader by the Branch of Training (WO 533). Other than the Beginning Lands and Minerals Program, and Administrative Law Training, vacant positions will not be approved for nomination. Training program leaders and/or Washington Office Division Chiefs will verify that individuals proposed for attendance meet the target group of the course as approved by the Training Committee.

Training is to be considered as a tool to enhance the skills and knowledge of employees and supervisors to improve performance of their present job or a planned future job. Before choosing training, consideration must be given to all hindrances to performance and how they may be overcome. These include the job related factors of employee motivation and attitude, environmental and organizational constraints, and lack of skill and/or knowledge to perform the job. Each State Training Officer is to be of assistance in detecting training needs and/or analyzing performance problems related to the job. The use of Performance Improvement and Position Review Form (PIPR) is an integral tool to be used for needs determination.

If oversubscription occurs in a course, a maximum number of attendees will be assigned to each State or Office and the State Director or Office Manager will determine who may attend.

You are reminded that all training, Bureauwide and internal, must be job related, aimed at solving Bureau problems and integrated with other Bureau problems, especially supervisory training and organizational development efforts with outside consultants.

The Career Motivation Course 1441-2 curriculum is undergoing a review. Nominations from the States/WO/BIFC/DSC/etc. are to analyze the training needs and clearly specify the need to be satisfied by the individual attending which cannot be satisfied by local orientation programs. All employees new to the Bureau are to be given orientation according to BLM Draft Manual 1400-405.

Approval of the Annual Work Plan will include approval of attendance (with restricted attendance where appropriate) of those employees submitted for the respective Bureauwide courses.

Contracts to universities and other groups will be negotiated and issued based on the approved attendance shown in the AWP's. Offices will be required to pay their share of the costs of these contracts even if the approved trainee or alternate does not attend.

For clarification of information on any of the Bureauwide courses, please contact the Training Program Leader. Training Program Leaders are referred to in IM 78-51 which outlines their role as well as procedures for submission of future course proposals.

You are reminded that all new supervisors are required to attend BLM Supervisory Training (Course 1441-5) within their first year of appointment and the Seminar for BLM Supervisors and Managers (Course 1441-6) within their first two years as a supervisor.

Individual Development Center Pilot Project

Implementation of the Pilot IDC will continue in the Anchorage District, Wyoming State Office and the Denver Service Center for another year. Limited funds for AV/TV instructional materials (\$5,000) and equipment (\$8,000), etc. are being budgeted in WO 533. The above States are to plan funding for additional instructional courseware materials which are not budgeted by WO 533.

The respective IDC Coordinators should plan travel to the Bureau Training Officers Conference for a one week session.

Course Development

Funds for course development in accordance with Instruction Memorandum No. 78-99 will be budgeted in WO (533) for contract services to produce and/or reproduce 5 of the 11 courses on the following list.

Those offices shown on the following list should anticipate 3-8 work-months per course, as appropriate, to develop the subject matter. You will be notified of the final decision on which courses will be developed before your AWP submission is due.

<u>Title</u>	<u>Office</u>
1. Procurement Less than \$10,000.00	WO-552
2. Basic Mapreading/Interpretation	WO/D-132
3. Cultural Class II Statistical Sampling	WO/Nevada Wildlife
4. Statistics for Recreation	WO-370/DSC
5. Integrated Habitat Inventory System	WO-360/DSC
6. Introduction to Fire Behavior S-190	WO/BIFC
7. Preparation of EAR/ES	WO/DSC
8. Planning/Environmental Assessment and Public Participation Process	WO/DSC-380
9. Endangered Species Act	WO-360
10. Performance Improvement System	WO/D-630

2. Special Attention ItemsI. Lands and Minerals Training (Phoenix)A. Beginning Lands Resource Management (2000-1)

FY 1978-1979: July 19 - November 17, 1978, session:

Trainees were selected in April, 1978. Duty stations will be designated for trainees (other than Alaska) on September 13, 1978.

FY 1979: January 17 - May 18, 1979, session:

Plan A (positions) (Trainees to be selected via Vacancy Announcement)

State Directors who wish to receive one or more of the graduating Realty Specialists must have permanent full-time positions available for the trainees within their respective State tables of organization.

Your request and justification of need for the trainees should be included with your Annual Work Plan submission. A brief paragraph or two, making reference to this session, is adequate. Include with your submission the position number you are freezing for the Lands graduate you will receive in May, 1979.

Plan B (people) (Trainees to be nominated by State Director)

State Directors are urged to nominate new Realty Specialists who have been on board less than 1 year from the date of nomination. Selected trainees would return to their own District upon completion of the training.

Instruction Memorandum No. 78-96 gives the selection criteria for Plan B with the following changes:

1. WAE's must be converted to full-time permanent status immediately upon successful completion of the training program.
2. Preference will be given to those Realty Specialists who have been selected from vacancy announcement DSC 78-209, which expires September 1, 1978.

Instead of submitting a biosketch, position description and PIPR, SD's should submit a brief memorandum, to be accompanied by the nominee's up-to-date SF-171 and "Appraisal for Promotion," Form 1400-86a(335). Send these items under separate cover to the Director (321) by September 11, 1978.

(FY 1979-1980): July 18 - November 16, 1979, session:

Details will be forthcoming at a later date.

B. Other Phoenix Lands (and combined Lands and Minerals) Courses:

2000-2/3000-2, 2000-4, 2000-5/3000-5, 2000-7/3000-7, 2000-8/3000-8, 2000-9. See BLM FY 1979 training catalog for dates and details.

C. Beginning Minerals Resource Management Course 3000-1

The practice of dividing Course 3000-1 into two major training categories (13 and 20 weeks) will be discontinued after the July 1978 session. Commencing in FY 1979 all trainees attending Course 3000-1 will be nominated for the full 20 weeks.

All permanent full-time (PFT) geologists and mining engineers at the GS-5 and GS-7 grade level will attend the Beginning Minerals Resource Management Course 3000-1 within one year of the date of their employment with the Bureau. State Directors have the option of nominating geologists and mining engineers at the GS-9 and GS-11 grade level when they feel need this training due to the lack of sufficient field and/or Bureau experience.

Two sessions of Course 3000-1 are programmed for FY 1979. The first session is scheduled from January 17 through June 1, 1979, and the second session from July 18 through November 30, 1979.

Those geologists and mining engineers who have attended the first 13 weeks of Course 3000-1 and need to obtain training in the mining claim validity investigation phase (last 7 weeks) of 3000-1 should be nominated and will be accepted on a space available basis since each session is limited to 15 trainees.

Submit with your AWP a biosketch, desired session, and a justification for the desired session for each trainee nominated. Vacant positions may be nominated. WAE employees may be nominated to attend the 3000-1 course.

D. Advanced Minerals Management Course 3000-3

This is a refresher course designed to provide graduates of the 3000-1 and 3000-4 course, and others with industry experience who have not been required to attend the basic 3000-1 course, with information on new or changing minerals management policy. Two sessions of Course 3000-3 are programmed for FY 1979. The first session is scheduled from March 5, through March 16, 1979, and the second session from September 17 through September 28, 1979.

Submit with your AWP a biosketch, desired session, and a justification for the desired session for each trainee nominated. In the event sufficient nominations are not made for both sessions, the second session (September 17-28, 1979) will be cancelled and all nominees will attend the first session (March 5-16, 1979).

II. Renewable Resources Training (Pilot Range Training Project)

A. FY 1979 Beginning Professionals Course

July 19 - November 3, 1978 Session (4000-1)

See Instruction Memorandum No. 78-136. This is a class for 15 trainees selected via DSC Training Announcement No. T-1 by State Directors, July 1, 1978. Trainees will be returned to their sponsoring states. In accordance with FY 1978 Mid Year Review decisions, cost of training, per diem, and salary of employees will be paid by sponsoring state.

January - April 1979 Session (4000-1)

This will be a second 16-week session to train beginning range professionals. Trainees were also selected by State Directors via DSC Training Announcement No. T-1. Cost of travel, per diem and salary will be paid by the Phoenix Training Center.

B. FY 1979 Intermediate Level Professionals Course (4000-4)

February - April 1979

This course is subject to the results of the Range Task/Needs Analysis. If a decision to proceed is made by the Bureau Training Committee, nominations for the 15 trainees will be accepted during the first quarter of FY 1979; exact time to be announced.

Evaluation

The pilot Range Training Project will be evaluated during FY 1979 and a decision made by the Bureau Training Committee as to whether the training program should be continued. If the decision is made to continue the program, a further course may be offered during the summer/fall of FY 1979-80. If the decision to continue the school is reached, appropriate AWP revisions will be made.

Travel for Phoenix Training

It will continue to be the policy that attendees scheduled for approved Phoenix lands, Minerals and Renewable Resource courses (where travel costs are borne by State) will be excused only for legitimate reasons (e.g., family emergencies, training no longer appropriate, etc.). In such cases, the State Director/Office Manager should nominate qualified alternates. Otherwise, alternates from other States/Offices will be selected and their per diem and travel costs will be charged to the State/Office for which the training was originally approved. Cancellation of planned attendance for lack of travel funds is not acceptable--adequate provision must be made within travel ceiling for these courses.

YOUTH ADULT CONSERVATION CORPS PROGRAMS AND
YOUTH CONSERVATION CORPS

General

The Young Adult Conservation Corps (YACC) program funding level for Fiscal Year 1979 has not been determined. In all probability the program will operate on a continuing resolution until a definite funding level is determined, at which time specific budget information will be requested.

The Youth Conservation Corps (YCC) program is expected to be funded at the 60 million dollar level for Fiscal Year 1979, however, the possibility exists that the program will increase to a funding level of 100 million. If the increase does occur, States will be requested to submit budgets to accommodate the expanded program.

Information contained in Instruction Memorandum No. 77-412, Change 5, will be updated to provide specific operating procedures for the FY 1979 YACC and YCC programs.

YACC - FY 1979

Plan your FY 1979 budgets for submission to the Director (406) on the following months: September, December, March, June.

Cost per enrollee, which includes start-up costs, camp operations and program direction, should not exceed \$10,500 for residential camps and \$8,000 for nonresidential camps.

Each State should establish a residential camp, where feasible, to assure that the Bureau meets the requirement for a 25% residential and 75% nonresidential program.

Identify experienced and proven enrollees and assign them to supervise work crews.

Assign enrollees to Bureau offices and staff, to assist in regular Bureau operations.

Prepare procurement plan (Form 1680-5) for submission to DSC by October 13, 1978, and maintain during the year. The cost structure to be used in Columns 15 and 16 (Form 1680-5) are YCCC for the subactivity and the appropriate BLM assigned camp number.

In addition, submit Program Direction requests along with your September 30, 1978 budget submission and include appropriate justification outlining what the funds are to be used for. Approvals will be granted on a separate basis. The following estimated amounts by States, for FY 1979 have been included in 4800 cost targets for above camp level program direction. If you want subactivities funded in MLR other than 4800, please advise.

(in thousands)

Alaska	\$ 75	Nevada	116
Arizona	73	New Mexico	24
California	123	Oregon	170
Colorado	61	Utah	148
Idaho	140	DSC	15
Montana	108	BIFC	20

Personnel in Program Direction and Support positions above camp level will be funded from BLM appropriations and coded to the special project code YAOO for reimbursement.

YCC - FY 1979

Prepare your FY 1979 budget for submission to the Director (406) by September 30, 1978. In addition, submit Program Direction request along with your September 30, 1978 budget submission and include justification outlining what the funds are to be used for. Approvals will be granted on a separate basis. However, the following estimated amounts by State for FY 1979 have been included in your 4800 cost targets program for above camp level direction. If you want subactivities funded in MLR other than 4800, please advise.

(in thousands)

Alaska	\$ 25	Nevada	21
Arizona	20	New Mexico	9
California	22	Oregon	23
Colorado	26	Utah	25
Idaho	24	Wyoming	7
Montana	28	DSC	6

Personnel in Program Direction and Support positions above camp level will be funded from BLM appropriations and coded to the special project code Y000 for reimbursement.

Plan to continue operating the number of camps and enrollees as approved in FY 1978. Any increases or other adjustments will require approval by the Director (406).

Costs targets for developing individual camp budgets are based on \$1,800 per enrollee in a 5-day residential camp, \$1,400 per enrollee in a non-residential camp, and \$1,900 per enrollee in a 7-day residential camp. This is subject to change when the program funding level is determined.

Camp staff salaries should not exceed 35% of the total camp operating budget.

Each State should establish a residential program where feasible to enable the Bureau to achieve 75% of its enrollees in a residential status by 1981.

Prepare a procurement plan (Form 1680-5) for submission to DSC by October 13, 1978, and maintain during the year. The cost structure to be used in Columns 15 and 16 (Form 1680-5) are YCCC for the subactivity, plus the appropriate BLM assigned camp number.

Submit requests for capital equipment to the Director (406) for approval.

Recruiting of YCC camp staff should begin in November 1978.

YCC Form 4's should be prepared and submitted to State Youth Coordinator by January 1979.

Units of Accomplishment: Include in your narrative, the number of units to be accomplished for each subactivity, component/job code by YCC and YACC labor. Report units accomplished, during FY 1979, on Form 1680-6 (Progress Report) utilizing separate lines for YACC and YCC. Enter project number YAOO or YOOO in the project field to identify the source of the units of accomplishment.

2110 BUILDING CONSTRUCTION
2120 RECREATION CONSTRUCTION
2130 TRANSPORTATION CONSTRUCTION
6110 BUILDING CONSTRUCTION (O&C)
6120 RECREATION CONSTRUCTION (O&C)
6130 TRANSPORTATION CONSTRUCTION (O&C)

1. General

- A. Cost targets are provided in each State's Specific Directives. The cost targets were derived from the FY 1979 Budget Justification and an analysis of each State's PAWP submission. In some instances, Support (01) and Survey and Design (54) needs identified in PAWP submission could not be accommodated within available funding levels.
- B. Cost targets are controlling by State. Projects may require phasing to be within your estimated construction (contract) cost target. Where appropriate, projects will be prepared using several bid schedules to assure contracts will be within the estimated contract estimate. Overruns will probably necessitate adjustments within your obligation program.
- C. Analyze your work-month costs and adjust if necessary. Make adjustments from within your cost targets to cover additional work-month costs, but do not reduce the construction dollars to the point where the projects cannot be realistically built with the available funds.
- D. Submit a Construction Worksheet (Form 1680-16) which spreads your total FY 1979 cost target as provided in the Specifics. This total is controlling and cannot be exceeded.
- E. On the same worksheet, show FY 1978 projects which cannot be obligated until FY 1979 or which require carryover of contract supervision into FY 1979. Separate these items from the FY 1979 total by a horizontal line across the worksheet. These amounts are in addition to the FY 1979 total but must be within your estimated unobligated funds from FY 1978. Actual carryover will be calculated by Director (510) and your cost target adjusted accordingly.
- F. (2110, 6110, 2120, and 6120 ONLY)

SCD was not able to accommodate all the requests for assistance in FY 1979. As a result, some projects have not been included in the AWP Directives. Primary reasons for dropping these projects were:

- (1) Construction funds are not identified in the Bureau's budget for FY 1980.
- (2) Engineering assistance capability from SCD is fully committed for FY 1979.

G. (2130 and 6130 ONLY)

Stockpiling of material for future maintenance may not be included in a Transportation Construction contract unless the stockpiling is funded from Transportation Maintenance (2230 or 6230). When submitting your Construction Worksheet, show only construction related costs. Program stockpiling in Transportation Maintenance (2230 and 6230).

2. Construction and Maintenance Assistance (DSC)

- A. Technical engineering assistance capability from DSC is fully committed for FY 1979. Design and assistance priority lists are in the DSC Specific Directives. DSC will not honor new requests for technical assistance from field offices when assistance will require over one work-month of effort. Requests over one work-month will be submitted to Director (430) with justification. All requests of less than one work-month will be submitted directly to D-400 with a duplicate copy to Director (430). Depending upon the nature of requests, some adjustments may be made to the existing program priority lists as the year progresses.
- B. Technical assistance priorities for each State Office are listed in DSC Specific Directives. Read the directives to DSC concerning priorities. Other offices will not request DSC to circumvent or adjust the priority listings. Contact the Director (430) for proposed changes in priorities.
- C. Approval of the Director (510 and 430) is required before including construction of any temporary building in your AWP's funded from non-construction activities. A temporary building is defined as a building designed for utilization of periods of less than ten years.

3. Procurement Plan

The procurement plan will have to be coordinated with D-400 for project work being designed by them.

4. Design Criteria

- A. All office additions and new office space should make maximum use of open areas (BLM Manual Section 1535). This will provide flexibility for future expansion or organizational changes. Interior walls and/or permanent partitions should be limited.
- B. Unnecessary frills will be eliminated on all projects as a matter of policy regardless of user requests. Facilities must be designed within the construction funding limits provided.
- C. Energy conservation measures will be implemented in the construction of all buildings and recreation sites in accordance with E.O. 12003, the Departmental ten year plan, and the Bureau's energy plan.
 - New building design must provide for both active and passive design techniques to achieve a reduction of 45 percent in the average annual energy requirement per gross square foot of floor area in 1985 based on the 1975 base annual energy use per gross square foot. All buildings for which design specifications were completed after November 1, 1977, will be used in the average calculations made in 1985.
 - Solar heating, cooling, and domestic hot water systems should be considered for all new building construction where cost effective.
 - Be prepared to identify the costs for all energy conservation measures at some later date when OMB and DOE reporting instructions are issued.
- D. American National Standards Institute (ANSI) specifications are to be used to measure accessibility and useability of Bureau facilities for the physically handicapped person.
- E. Fallout shelters are to be considered as an integral part of Building Design. The file should be documented if fallout shelter space is to be provided by others.

1. General

- A. Funds planned for equalization payments for exchanges and land acquisition must be accommodated within your cost target. These needs should also be included as separate items on the Land and Easement Acquisition Worksheet (Form 1680-15) and the Procurement Plan (Form 1680-5).
- B. Cost targets provided in these Directives do not include any FY 1978 carryover. When the carryover has been calculated, it will be reallocated based on current year priorities.
- C. Acquire easements in accordance with Bureau policy as set forth in BLM Manual, Section 2130.1 - Release 2-74, 10/21/74, giving strong attention to acquisition of perpetual easements.
- D. Acquisition of temporary easements is not encouraged, but may be acceptable in some situations. To comply with the stated BLM policy requiring State Director approval as stated under BLM 2130-11C2, Release 2-74, supra, each State Director is to establish procedures which will insure uniformity in acquisition of temporary easements within his State. Such procedures are to be issued by manual supplement or State numbered memorandum.
- E. Easements to be acquired are to be listed in priority order on the Land and Easement Acquisition Worksheet (Form 1680-15). Separate submissions are to be made for the 2140, 6140 acquisitions and the Land and Water Conservation Fund (9400) acquisitions.
- F. All easement acquisitions other than O&C Grant Lands and the Land and Water Conservation Fund will be charged to 2140.
- G. State cost targets include the purchase price of the easements. To permit completion of the Procurement Plan (Form 1680-5) which includes easement and land acquisition, the estimated settlement cost (easement price) must be separated from the direct acquisition cost, which includes MM costs and is shown in Column 11, Land and Easement Acquisition Worksheet (Form 1680-15). Each planned acquisition must be entered by road name or grantor, on Form 1680-5 along with the estimated settlement price. If the road name is used, the number of easements should be included in column 10, Form 1680-5 after the road name and the cost (column 17) should reflect the total settlement price of all easements. The procurement type to be used in completing column 8 of Form 1680-5 is NO6, noncompetitive, less than \$100,000; or NO5, non-competitive, more than \$100,000.
- H. If an easement is incidental to a construction project, the survey and design is to be charged to the construction subactivity, and the easement acquisition costs to the acquisition subactivity. If an easement is for an existing road all costs will be charged to the acquisition subactivity.

- I. Any additional acquisition costs in excess of the cost targets shown in the specifics and included on Form 1680-5 must be approved by Director (510) and (460). Additions must be justified in programmatic terms. The same requirements apply to any proposed substitutions or revisions in lists submitted with your AWP's.
- J. Insure adequate support is directed to current and out-year timber production commitments as identified by State in General Directives for 4310 - Forest Management, Public Domain.

2210 BUILDING MAINTENANCE
2220 RECREATION MAINTENANCE
2230 TRANSPORTATION MAINTENANCE
6210 BUILDING MAINTENANCE (O&C)
6220 RECREATION MAINTENANCE (O&C)
6230 TRANSPORTATION MAINTENANCE (O&C)

2210/6210 - Building Maintenance

1. General

FY 1979 increases are to upgrade the level of maintenance on existing structures, and provide maintenance on new facilities and those that have been upgraded

2. Priorities

- Eliminate conditions that are a hazard to safety and health.
- Maintain new and upgraded facilities to prevent deterioration.
- Other necessary maintenance of existing facilities including energy conservation measures.

3. Special Attention Items

- The States with completed maintenance surveys should concentrate their work on priority needs identified through the surveys.
- In compliance with EO 12003, the Departmental ten year plan and the Bureau's energy plan. Refer to Energy Conservation, General Directives.
- Provide in your building maintenance subactivity for appropriate energy retrofit projects on buildings exceeding 5,000 gross square feet to help achieve the 29 percent reduction goal in existing buildings by 1985. Solar retrofits should be considered only where cost effective.

2220/6220 - Recreation Maintenance

1. General

FY 1979 increases will be used for maintenance and replacement of toilet facilities. Priority will also be given to insure the potability of drinking water and reduce hazards on public lands by fencing, signing, filling, etc., particularly in and adjacent to existing BLM recreation sites.

2. Priorities

- Correct conditions that are a hazard to safety and health.

- Maintain facilities to comply with the Safe Drinking Water Act and the Water Pollution Control Act.
- Maintain new facilities and facilities previously upgraded to prevent further deterioration.
- Improve the maintenance and condition of existing facilities.

2230/6230 - Transportation Maintenance

1. General

Maintenance work should generally not result in a higher standard facility than originally constructed.

Bridge or major culvert installations or complete replacement should be accomplished under 2130 funds.

These Funds may be used for closure and rehabilitation measures for roads that have been identified in the planning system as unnecessary and that are causing environmental damage. Rehabilitation could include such measures as water barring, ripping, and seeding, etc.

Bridge inspections, hazard signing, roadside mulching, ditching for erosion protection, and minor (less than 1000 C.Y.) alignment and grade changes may be accomplished in this subactivity.

2. Priorities

- Safety corrections.
- Environmental protection.
- Maintenance of recently constructed facilities.
- Maintenance of roads in support of on-going programs.
- Special attention should be given to structures, railroad crossings, and proper signing. All work on a non-emergency measure should be supported by the Bureau Planning System.

3. Special Attention Items

- All Bureau roads identified in the Bureau Planning System should be identified with route markers in accordance with BIM Manual Section 9131.
- A minimum of 1 work-month per State is to be planned for inventorying Bureau owned or controlled bridges and major culverts. A new BIM Manual Section 9112 to be issued this fall will address Inventorying procedures. It is estimated that with 1 work-month of effort, 25 bridges or major culverts could be inventoried. Efforts should be directed at completing the Bridge Inventory in FY 1979.

General

Energy Development and Production

Energy development and production is a National priority equal to other resource priorities and commitments. This requires a program commitment by all resource activities to oil and gas, coal and geothermal. Your efforts during FY 1979 should give consideration to this priority.

Mineral Leasing and Prospecting Permits:

Secretarial Memorandum dated February 16, 1977, remains in effect. No leases will be issued for sodium, potassium, phosphate, sulfur, oil shale or uranium on acquired lands without expressed approval by the Secretary. This requirement has now been extended to include prospecting permits for the above mineral commodities. This does not include upland oil and gas or geothermal leases.

Several requests for Secretarial approval for both leases and prospecting permits have been received by the Washington staff. In general, reports from both BLM offices and Geological Survey requesting Secretarial approval have not substantiated the request. To correct this situation you are directed to pursue the following courses for action: (1) Ensure that your coordination efforts with Geological Survey are at sufficient levels and intensity to assure that the reports submitted by Geological Survey are substantial enough to support the recommendation to issue either the lease or prospecting permit; (2) Ensure that the State Office reports are adequate and complete for review by the Secretary.

All States will continue to process prospecting permits, as the demand arises, transmitting complete staff reports and recommendations to WO BLM for Secretarial approval.

Lease Term Adjustments:

Proposed rulemaking on the requirement of minimum production or minimum royalty payments in potassium, sodium, sulphur, phosphate or solid hardrock mineral leases (43 CFR 3500) is still unresolved. Continue to process pending lease adjustments to the point of issuance subject to completion of these regulations. Anticipate that these regulations will become final some time in FY 1979.

Technical Examination/Environmental Assessments:

Technical examinations/environmental assessment for PRLAs. (TE/EAs for leaseables other than coal shall be prepared in accordance with 43 CFR 3521.1-4 and .1-5.)

Mineral Resources Inventory (MRI)

Follow BLM Manual Section 3030 as closely as possible in developing and expanding the MRI. Consideration should be given to hiring WAEs for this work. As explained in the FY 1978 AWP Directives, the "MRI benefits total Bureau resource management." In particular, with the statutory need to review potential wilderness areas, as well as existing withdrawals, an inventory of mineral resources and possible mineral lands is imperative. Deposits of mineral material should be included in the inventory. Also see Minerals Workshop titled "Minerals Input to the Planning System."

Trespass

Inventory and document mineral and mining claim occupancy trespasses.

Where the lack of information prevents completing an entry in the trespass register, a separate list of trespasses will be maintained giving at a minimum the date discovered, legal description of the lands involved, and, if possible, an estimate of the quantity of mineral involved per site. As additional information is gathered it will be added to the listing. This will be a means of determining the total extent of the problem. Quantification of the situation is necessary in order to request any assistance in the abatement of the trespass.

Non-Training Workshops

See Workshops for Minerals Input to the Planning System and Geothermal for specific target groups, locations and time.

Non-Training Conference

See the BLM Minerals Management Conference scheduled for January 15-19, 1979.

4110 - Energy Onshore

10 - Oil and Gas: Maintain all oil and gas leasing on a current basis. Ensure that your leasing activity is conducted at a level to avoid any leasing backlog. Per Instruction Memorandum No. 78-312 dated June 16, 1978, Wilderness Protection Stipulation for oil and gas leases will apply to all BLM wilderness study areas.

12 - Geothermal: Emphasize geothermal leasing. Ensure that EARS are timely and adequately completed for optimum leasing. Per Instruction Memorandum No. 77-119 BLM can anticipate an adjudicative workload increase in leasing on Forest Service administered lands.

Congressional Add-on

The \$300,000 add-on for geothermal provides capability to conduct priority environmental studies for power plant sitings and competitive leasing in the remainder of the expanded Geysers KGRA in California.

11 - Coal

Congressional Add-on

The Congressional add-on for coal has been distributed. The assigned workload is:

	<u>CO</u>	<u>ESO</u>	<u>MT</u>	<u>NM</u>	<u>UT</u>	<u>WY</u>
Short-term leases start up	4	1	5	6	1	0
Short-term lease sale	4	1	1	1	1	1
Lease readjustments	1	-	-	1	2	3
Site specific ES start-up	2	2	1	-	1	2
Site Specific ES completed	-	-	-	1	1	2
PRLA's	7	-	-	-	3	-
Lease Modification	1	-	-	-	1	-

Plan to complete the number of lease sale offerings as noted during FY 1979. Following is the most recent list of proposed short-term proposals and lease sale offerings.

The proposed site specific ES's noted in the table above reflect future environmental evaluations of potential coal development areas designated through the land use planning process. The evaluations will be used in the tract selection process.

PROPOSED COAL LEASE SALE PLANNING SCHEDULE
(IF APPLICANTS MEET AMENDED COURT ORDER) *

August 30, 1978

Lease Number	State	Applicant	Parent Mine	Type**	Surface Ownership	Acreage	GS Presale Evaluation	Proposed Sale Date
<u>Hardship</u> ^{1/}								
ES-12304	KY	Ryans Creek Coal Company	Ryans Creek #4; Black Ridge Coal Co. Mine #2	UC	Forest Service (FS)	319	6/28/78	8/4/78
C-23396	CO	Prosper Lombardi	Johnnie's Mine	UC	Private	80	7/14/78	10/18/78
U-28297	UT	Coastal States	Canyon Mine	UC	BLM/FS	2632	7/30/78	10/19/78
U-25683	UT	Braztah ^{2/}	Castlegate	UC	BLM	1173	10/31/78	1/79 w/EAR 1/80 w/ES
NM-26630	OK	General Portland	Blocker Tract Pittsburg County	S	Private	2390	2/28/79	5/79 ^{3/}
NM-28093	NM	Western Coal Co. ^{2/}	San Juan Deep Mine (Proposed)	UC	Private	3840	5/15/79	8/79 ^{3/} w/EAR 6/80 ^{3/} w/ES
NM-A-19460	TX	Lower Colorado River Authority	Camp Swift Mine (Proposed)	S	Dept. of Army	6700	---	Need ES (Date to be determined) ^{6/}
<u>Production Maintenance and Bypass</u> ^{4/}								
M-34985	ND	Baukol-Noonan	Noonan Mine	S	Private	80	4/20/78	9/15/78
U-33454	UT	Swisher Coal Co.	Swisher #4	UC	FS	440	3/23/78	9/21/78
C-20900	CO	Energy Fuels	Energy Mine #2	S	Private	420	6/29/78	9/26/78
M-34980	ND	North American Coal	Indian Head Mine	S	Private	441	7/30/78	10/25/78

<u>Lease Number</u>	<u>State</u>	<u>Applicant</u>	<u>Parent Mine</u>	<u>Type**</u>	<u>Surface Ownership</u>	<u>Acreage</u>	<u>GS Presale Evaluation</u>	<u>Proposed Sale Date</u>
W-49338	WY	Arkland Coal Co.	Seminole II	S	BLM	865	8/30/78	12/78
W-48330	WY	Rosebud Coal Co.	Carbon County	S	BLM	160	8/30/78	12/78
U-32083	UT	Kaiser Steel	Sunnyside Mine	UG	BLM	476	9/29/78	12/78
M-35734	MT	Western Energy (Area B)	Colstrip Mine	S	Private	480	9/29/78	1/79
C-19885	CO	Peabody Coal Co.	Seneca Mine	S	Private	125	9/29/78	1/79
W-58095	WY	Medicine Bow Coal	Carbon County	S	BLM	1280	10/31/78	1/79
M-35735	MT	Western Energy (Area E)	Colstrip Mine	S	Private	447	10/31/78	1/79
ES-18326	KY	Blackhawk Coal Co.	Cline Branch Mine #1	UG	Corps. of Engineers	31	11/15/78	2/79 ^{3/}
C-22644	CO	Energy Fuels	Energy #1	S	Private	2120	11/30/78	2/79
C-22676	CO	Energy Fuels	Energy #3	S	Private	716	11/30/78	2/79
C-22677	CO	Energy Fuels	Energy #2	S	Private	320	11/30/78	2/79
NM-27214	NM	Amcoal ^{5/}	Amcoal Mine	S	Indian	640	12/31/78	3/79
M-35736	MT	Decker Coal Co. (North Ext.)	Decker Mine	S	Private/BLM	720	12/31/78	3/79
M-37604	MT	Decker Coal Co. (West)	Decker Mine	S	Private/BLM	440	12/31/78	3/79
NM-24005	OK	Great National Coal Co.		S	Private	160	Uncertain ^{3/}	Uncertain ^{3/}

<u>Lease Number</u>	<u>State</u>	<u>Applicant</u>	<u>Parent Mine</u>	<u>Type**</u>	<u>Surface Ownership</u>	<u>Acreage</u>	<u>CS Presale Evaluation</u>	<u>Proposed Sale Date</u>
N-21209	ND	Consolidation Coal Co.	Glenharold Mine	S	Private	320	1/31/79	4/79 3/
M-31969	ND	Consolidation Coal Co.	Velva Mine	S	Private	120	1/31/79	4/79 3/
NN-25394	OK	Carbonex	Blocker Tract, Pittsburg County	S	Private	2390	Uncertain 3/	Uncertain 3/
ES-19250	AL	Alabama By Products	Walker County	U	Private	80	2/79	5/79 3/
NN-32053	OK	Farrell Cooper (Red Oak Tract)	Latimer County	S	Private	2874	Uncertain 3/	Uncertain 3/
NN-33109	OK	Carbonex	Haskell County	S	Private	960	Uncertain 3/	Uncertain 3/
N-31053	ND	Falkirk Mining Co.	Falkirk Mine	S	Private	999	3/79	6/79 3/
NN-23210	OK	Lone Star Steel	Pittsburg County	S	Private	1880	Uncertain 3/	Uncertain 3/
NN-22487	OK	Southwestern Coal Co.	LaFlore County	S/UG	Private	6736	Uncertain 3/	Uncertain 3/
ES-17689	KY	Jack D. Kiser	Leslie County (Daniel Boone National Forest)	UG	FS	83	4/79	7/79 3/
ES-16968	AL	Stoval-Files Coal Co.	Fayette County	S	Private	520	8/79	11/79 3/
U-30197	UT	Kanawha and Hocking	To be evaluated further.					
C-14739	CO	Empire Energy	To be evaluated further.					
C-21981	CO	Empire Energy	To be evaluated further.					
W-50597	WY	Kemmerer Coal Co.	To be evaluated further.					
New Application	CO	Western Slope Carbon	To be evaluated further.					

<u>Lease Number</u>	<u>State</u>	<u>Applicant</u>	<u>Parent Mine</u>	<u>Type**</u>	<u>Surface Ownership</u>	<u>Acresage</u>	<u>GS Presale Evaluation</u>	<u>Proposed Sale Date</u>
C-25948	CO	Utah International	To be evaluated further.					
C-23909	CO	Utah International	To be evaluated further.					
<u>Leases Issued</u>								
C-25079	CO	Colorado-Westmoreland	Orchard Valley Mine	UG		311		4/1/78
C-16284	CO	Energy Fuels	Energy #1	S/UG	Private/BLM	263		7/1/78
								<u>Effective Lease Date</u>

* Beginning in April 1979 and continuing through June 1979, the GS Presale Evaluation Unit in Denver will be working on the Superior Oil Shale exchange. Therefore, GS will only do one evaluation per month.

** S-Surface; UG-Underground

- 1/ Included in paragraph 5 of 6/14/78, amended court order.
- 2/ If ES is required, BLM will notify GS concerning presale evaluation and lease sale date schedules.
- 3/ These dates are dependent on completion of land use planning, environmental assessment, and GS presale evaluation capabilities.
- 4/ Paragraphs 1 and 2 of 6/14/78, amended court order.
- 5/ Draft EAR scheduled to be completed by 12/1/78.
- 6/ The area under application is now withdrawn for the Department of the Army. Consent to lease must be received from the Department of the Army. A sale date is contingent upon receiving this consent and completing an environmental statement.

Base Coal Program: The coal program will be directed toward accomplishment of the ongoing lease management program including lease readjustment, the development of long-term policy and issuance of short-term leases and PRLA's identified through the NRDC vs. Hughes amended court order.

If additional coal leasing is needed, considerable emphasis in land use planning will be required with particular attention to lease administration and environmental protection requests.

Each State is to initiate work on the number of cases shown in the following table. For all lease cases and ES's initiated submit the forms and maintain the progress reporting procedures described in the OPS items section.

	<u>CO</u>	<u>ESO</u>	<u>MT</u>	<u>NM</u>	<u>UT</u>	<u>WY</u>
Short-term lease start-up	2	2	1	2	1	1
Short-term lease sale	2	1	7	5	3	2
Lease readjustment	1	-	-	2	18	1
Site specific ES start-up	1	1	1	-	3	4
Site specific ES completed	1	-	1	1	1	1
Coal lease readjustment	1	-	-	3	1	1
Lease modification	-	-	-	-	-	-

As the year progresses, we will see Regional ES's decline in funding and manpower requirements but an acceleration of site specific requests to analyze the tract selection process, if long-term leasing is determined necessary. Such work items as lease exchange on alluvial valley floors, mining plan review based on new criteria, application of suitability criteria through the planning system will occur.

- Each coal State should plan 10 work-months and travel costs to support the OCM special coal program projects.
- Procedures for evaluation of PRLA's in light of the recent amendment to the court's order in NRDC vs. Hughes will be forthcoming at a later date.
- Each State is to maintain on a pipeline basis all proposed lease adjustments, lease modifications, exploration permits and mining and reclamation plan review.
- Training, Conferences and Workshops; Refer to the training, conference and workshop section of this document for details on schedules, target groups, etc., when scheduling attendance at the following coal workshops.

A. Short-Term Coal Leasing and PRLA
Procedures Workshop

B. BLM Minerals Management Workshop (3000)

C. Minerals Input into the Planning System (3070)

- Prepare EAR's and ES's required on coal lease proposals complying with the standards set in the amendment to the court order, NRDC vs. Hughes, dated June 14, 1978. Coordinate all EAR's and ES's with Washington Office (140).

OPS Items: Each proposed lease sale for FY 1979 funded from base funds and those funded under the Congressional Add-ons will be OPS commitments. Also, Regional Coal Statements and site-specific statements scheduled for completion in FY 1979 will be OPS commitments. Therefore, (a) continue the present reporting procedure being following for regional statements (use the same form and reporting procedures for individual site specific ES's,); (b) complete the enclosed form, "Coal Short-Term Application Case Progress Report," for each proposed lease sale offering during FY 1979. This report is to be current through the last work day of each month and submitted to the Director (140) and (510) on the first day of the succeeding month. Include the initial report with your AWP submission.

ES NAME _____

LEAD AGENCY _____

REPORTING PERIOD _____

Milestone	Target Completion Date	On Schedule* (Yes or No)	Percent Completed	Date Completed	Remarks
1. Develop Regional Proposed Actions & Alternatives					
2. Develop Production Projections for Regional Analysis					
3. Formal Consultation with FWS (50 CFR Part 402) for Threatened and Endangered Species 1/					
4. Prepare Site-specific(s) Chapters I and VIII					
5. Prepare Regional Chapters I and VIII					
6. Transmit Chapters I and VIII (Regional & Site-specific(s) to WO 731 for Review					
7. WO 731/OEPR/SOL Review of Chapters I and VIII					
8. WO 731 Field Visit to Return and Review Comments					
9. Rework and Incorporation of Contract(s) Data **					
10. Complete Site-specific(s) Preliminary DES(s)					
11. Complete Regional Chapters II, III, and IV					
12. Transmit Chapters III and IV to WO 731 for Review					
13. WO 731/OEPR/SOL Review of Chapters III and IV †					
14. Complete Regional Preliminary DES					
15. WO 731/OEPR/SOL Field Review of Regional and Site-specific(s) Preliminary DES's					
16. Revision of PDES and Incorporation of Review Comments					
17. WO 731/OEPR/SOL Field Compliance Review and Clearance to Print DES					
18. Final Preparation/Typesetting of DES for Printing					
19. Print DES					
20. DES FILED WITH EPA and Released to Public					
21. Public Hearing					
22. End of Public Comment Period					
23. WO 731/OEPR/SOL Field Visit to Review Public Comments Received on DES					
24. Prepare Preliminary FES and Respond to Comments					
25. WO 731/OEPR/SOL Field Compliance Review and Clearance to Print FES					
26. Final Preparation of FES for Printing					
27. Print FES					
28. FES FILED WITH EPA					

*If the target completion date is not on schedule as indicated by a No in Column 2, you must attach a narrative to explain the reason and estimate a new projected target completion date. New dates are subject to approval of the Assistant to the Director for Coal Management.

**Please complete the second page of this Monthly Reporting Form containing detailed schedules for all contracts for each Regional Statement, and transfer the "Rework and Incorporation of Contract(s) Data" latest date to this page of the form.

†A review trip by WO 731/OEPR for Chapters III and IV will be arranged where necessary, on a case-by-case basis.

1/ Initiation of formal consultation may occur anywhere throughout the preparation sequence of the DES.

Encl. 1-90

MONTHLY REPORTING FORMAT
REGIONAL COAL ENVIRONMENTAL STATEMENTS

Page 2

CONTRACT STATUS REPORT

ES NAME _____

REPORTING PERIOD _____

Milestone ^{1/}	Contracts				
	Socioeconomic	Air Quality	Other (specify)	Other (specify)	Other (specify)
A. Prepare Statement of Work					
B. Contract Preparation, Negotiation, and Issuance					
C. Contractor Work Time/Contract Completion					
D. Review of Contract Data					
E. Rework and Incorporation of Contract Data *					
F. On Schedule** (Yes or No)					
G. Remarks					

^{1/} Indicate target completion date for each milestone.

*Transfer the latest date from the contract subject that is the last to be done to Column 1 on the first page of this Monthly Reporting Form.

**If the target completion date is not on schedule as indicated by a "No" you must attach a narrative to explain the reason and estimate a new projected target completion date.

Name of Coal Short-term Application Case: _____

Serial Number: _____

Reporting Period (last working day of each month): _____

DRAFT

DRAFT

Milestone

Milestone	Target Completion Date	On Schedule* (Yes or No)	Percent Completed	Date Actually Completed	Remarks
1. Date Application received and recorded					
2. Determination that NRDC short-term requirements are met					
3. GS determination/documentation of RR/CRA					
4. GS preliminary resource evaluation and MER					
5. Initial notification of Governor					
6. Initial surface owner consultation/consent (if applicable)					
7. NR/P/LUA/unsuitability criteria review					
8. Preparation of EAR					
9. Transmit EAR to Governor for comment					
10. Transmit TL/EAR to Director (140) and OSM for review					
11. Public hearing/meeting					
12. Preparation of ES, if required					
13. Prepare detailed statement on lease case					
14. Final economic resource evaluation from GS					
15. Transmit case file to Director (140)					
16. Publication of sale notice after Secretarial approval					
17. Bid opening					
18. Bid evaluation					
19. Award lease					

* If target completion date is not on schedule as indicated by a "No" in Column 2, you must attach a narrative to explain the reason, and provide an estimate of the new projected target completion date. New dates are subject to approval of the Assistant to the Director for Coal Management.

11 - Coal (EMRIA)

The cost target for contracts will be held in WO (350). The cost target for work-months and office equipment are included in your base program.

Access acquisition previously funded in this program has been transferred to subactivity 2140. The cost target identified in FY 1978 for access in subactivity 4110 should be directed to the highest priority items in the coal program.

The projects that have been funded in WO (350) Procurement Plan are identified in the Specific Directives by State. The Service Center Director (D-307) will continue to coordinate this program with the appropriate States. When a State is ready to code a Document Face Sheet reflecting the obligation of one of the projects, contact the Service Center Director (307) for the proper procurement form coding.

4120 - Energy, Offshore

1. General

The OCS leasing program will again be a priority BLM program. OCS offices will base their work plans on the Department's Proposed OCS Planning Schedule issued in August 1977.

Any program adjustments required by passage of the OCS Lands Act Amendments (S.9) will be transmitted to the field by Instruction Memorandum.

Involve affected States in OCS planning and decisions, especially for production and transportation-related impacts in nearshore and onshore environments.

Monies for contracting work in the Environmental Studies Program will be held in the WO. Statements of Work for programmed studies should be submitted to the WO for review, approval, and funding. Proposals for unprogrammed studies may be submitted to the WO for consideration and possible support.

During FY 1979, OCS offices will:

- Continue the task of identifying gaps in the OCS data base which might preclude development of alternatives and preparation of complete environmental analyses and statements.
- Prepare and coordinate review of Statements of Work for field studies in your geographic area of responsibility.

- Provide for participation in Technical Proposal Evaluation committees related to competitive procurements for your region, and submit bi-weekly status reports for studies under your purview to Director (730).
- Conduct appropriate coordination activities under SO 2974.
- Continue to prepare draft Secretarial Issue Documents (SIDs) for proposed lease sales.
- Submit a draft of the sale notice to Director (720) at the time the availability of the FES is published in the Federal Register.
- Support the studies program as necessary:
 - A. Provide COARs for all major contracts
 - B. Perform technical review of all reports emanating from BLM studies in your region
 - C. Provide contract inspectors to the COAR
 - D. Monitor and supervise all existing contracts
 - E. Schedule and identify manpower commitments to technical proposal evaluation committees for competitive procurements
 - F. Schedule and identify manpower commitments for review of unsolicited proposals

2. Special Attention Items

A. OCS Lands Act Amendments

Plan an estimated six (6) work-months for the preparation and review of procedural changes, new regulations, and schedule development required to implement the OCS Lands Act Amendments. At least 50% of the time will be details to WO.

B. Coastal Zone Management (CZM) Coordination

State CZM Program reviews should be conducted utilizing 15 CFR 923 for general review standards, and BLM Manual 1738 and your knowledge of local BLM program needs for specific program standards. Field Office CZM Program review and coordination efforts should be appropriate to your available resources, and the anticipated level of interaction and potential for conflict and cooperation between BLM programs and the State programs and policies. Early and continuing coordination with coastal States is encouraged. (N.B. 15 CFR 923 and Manual 1738 are expected to be revised early in FY 1979).

C. CZM Federal Consistency Requirements

When States potentially affected by BLM program under your jurisdiction, have received CZM Program approval, continuing liaison should be established where possible. Such coordination and information exchange can minimize conflicts and delays to BLM program activities or permit applicants. Guidance on minimum required coordination is provided in 15 CFR 930. Additional Departmental and Bureau guidance will be provided to you in early FY 1979.

D. OCS Coral Inventory

Any additional, special or continuing coral inventory needs should be identified and detailed. Three copies of the products of identified inventory activities (e.g., updates, special inventories, etc.) are to be sent to Director (700) by September 30, 1979. Except under circumstances of extraordinary demand, inventory information should continue to come from existing sources. Coral resource inventories should cover each office's area of jurisdiction, but priority must be given first to areas of current and potential oil and gas leases, and second to areas where coral permit demand can be documented.

E. Coral Protection and Management Permits

The coral protection and management program should be implemented in accordance with program standards set forth in Instruction Memorandum No. 77-127 and 77-127, Change 1. Each office should establish plans for monitoring coral permits that are issued. Any significant problems in implementation, and any recommended program corrections or changes should be submitted promptly to Director (722).

F. OCS Coral Management Liaison

Continue liaison on coral inventories and permits with adjacent States, appropriate Regional Fisheries Management Councils and, where existing or nominated Marine Sanctuaries are potentially involved with the Office of Ocean Management (NOAA).

G. OCS Workshops and Conferences

The following OCS workshops are scheduled by Assistant Director, Minerals Management. Attendance is encouraged and you should plan travel and funds accordingly.

OCS Managers Conference
December 4-8, 1978

Los Angeles, CA

OCS Environmental Workshop
January 8-12, 1979

Monterey, CA

OCS Contracting Officers Authorized Representative (COAR) Workshop
April 16-19, 1979

NYC or DC

OCS Operations Conference
September 10-14, 1979

New Orleans, LA

BLM Oil Spill Modeling Workshop

Phoenix, AZ

Marine Surveying and Mapping Symposium
May 1979

New York City, NY

- H. The Intergovernmental Planning Program for the Leasing and Transportation of OCS Oil and Gas will become fully operational in FY 1979. The program document has been adopted (it was signed by the Director and the Assistance Secretary, Land and Water Resources). The implementing Secretarial Order and advisory board charters, while being developed and coordinated within the Department at this point, may not be signed by the beginning of the fiscal year.

The planning process will be set in motion by all of the OCS offices and all leasing areas. Phase I, preliminary corridor and issue identification, will begin for 20 sales, and will continue into regional studies plan formulation and implementation (Phase II) for 11 of these sales. Phase III - site specific study plans - will be started in two sale areas: South Texas and Southern California.

4130 - Non-Energy, Onshore

20 - Mineral Materials. Make mineral materials available in a timely manner where application for permit or purchase is filed, Where community or area needs are continuing, establish community pits. Appraisal of mineral material should be made within 30 days after application is received and must reflect current market value. In no case will any appraisal be valid for more than two years.

21 - Mining Law and Mineral Conveyance Administration. Complete all material investigations and mineral reports on mineral patent applications filed prior to and during calendar year 1976. Work toward the objective of completing the adjudication, mineral investigation, and mineral reports on those mineral patent applications filed during calendar year 1977.

Initiate contest proceedings or issuance of mineral patents commensurate with the above priority. Maintain the mineral patent application workload current for BLM and other Federal agencies (e.g., Forest Service, Park Service, etc.).

Bentonite patent applications will be evaluated based on the criteria as set forth in Instruction Memorandum No. 77-266, dated April 22, 1977.

Non-Training Workshops

Minerals Surface Management Workshop. This workshop includes:

- Surface Management of Public Lands Under the U.S. Mining Law Regulations (43 CFR 3809)

Each State Office, Eastern States Office, and the Denver Service Center should consider sending a minerals specialist and surface protection specialist to attend a 3-day workshop on the surface management regulations. The workshops will be held after the regulations are published as final rulemaking:

- A. Sacramento, California - AK, AZ, CA, NV, OR, and UT
- B. Billings, Montana - CO, DSC, ESO, ID, MT, NM, and WY

- Regulation of Mining in Potential Wilderness Areas (43 CFT 3802).

Each State Office, Eastern States Office, and the Denver Service Center should consider sending a minerals specialist, surface protection specialist, recreation planning, and wilderness specialist to attend a 3-to-4 day workshop on mining in potential wilderness area regulations. The workshops will be held after the regulations are published as final rulemaking:

- A. Sacramento, California - AK, AZ, CA, NV, OR, and UT
- B. Billings, Montana - CO, ESO, MT, NM, ID, WY, and DSC

Mining Law Administration

The FY 1979 budget includes an increase of \$1,250,000 for Mining Law Administration. The increase was justified for implementation of the Surface Management Regulations which were scheduled for completion by mid-FY 1978. In fact, the proposed regulations will not be out for public comment until December 1978. A draft environmental statement on the regulations will be out for public comment at about the same time.

In order to leave your PAWP cost targets intact, part of this increase was used to cover increases in 4800, leave surcharge, and space costs as well as covering shifts made by some States. The balance of increase is held in reserve in WO to write the environmental statement and fund additional positions, if they become available.

After the environmental statement and final regulations are completed the remainder of the funds will be distributed for implementation of the regulations. Distribution of any new positions will be made at the same time.

4210 - LANDS AND REALTY OPERATIONS

1. General

- Number one priority is to support priority commitments for inventory, planning, and environmental statements contained in State Specifics.
- During FY 1979, you may anticipate issuance of either regulations or interim guidance to implement a number of realty action provisions of the Federal Land Policy and Management Act of 1976 (FLPMA). There will be a strong tie to planning requirements of FLPMA in all of the realty regulation provisions. Over the past few years we have stressed completion of planning before initiating discrete realty transfers or use proposals. It is now time to begin implementation of an energetic realty program that will bring this program into balance with the other programs of the Bureau.
- Concentrate efforts to eliminate backlogs involving Recordation of Mining Claims. Report to the Director (410) as of the end of December, March and June, (1) the number of claims filed during each three-month period, (2) the number of claims recorded in the status records during the period, (3) the total number of claims on hand to be recorded at the end of period, and (4) the total number of claims filed since the passing of FLPMA as of the end of the reporting period.

2. Specifics

Component 30 - Energy Related Realty Actions

- In your AWP submission identify the total compliance needs for your rights-of-way program.
- Process non-cost recoverable right-of-way projects, include those proposed by governmental entities for general public benefit, those under \$10,000 in anticipated costs or where another Federal agency has the lead and BLM is solely in a support role. (For cost recoverable projects, refer to 5100, Expenses - Right-of-Way Processing).

Component 31 - Nonenergy Related Realty Actions

Exchanges:

- All States should continue to develop and/or implement the cooperative BLM/State land exchange program which was formalized in FY 1978 with the Western States Land Commissioners Association. Priority consideration should be given to those planning units where land use planning (MFP's) has identified opportunities for land transfer/consolidation with States to benefit BLM resource management programs.

- All States should identify the amount of funds required to equalize the fair market value of exchanges scheduled for completion during FY 1979. Exchanges should be identified by name designation and BLM District Office in which the acquisition lands are located. Both Section 205 and 206 FLPMA exchanges are to be included. Funding amounts should also be identified in Activity 2140 - Land and Easement Acquisition, with Project Number assignments.
- All States should submit to Director (300) by December 31, 1978, a comprehensive land tenure adjustment plan. This plan should consider areas where there are intermingled or checkerboard private and BLM lands that could be disposed of by exchanged, or other methods, as well as areas where the potential exists for transfer of administration to another Federal agency holdings or boundary adjustments. The plan should reflect areas where positive resource management needs and planning indicate that it would be in the best interest of BLM to move ahead with the proposed land adjustments. The plan should also include time frames and cost requirements. The information in the plan should be of sufficient detail to use in the preparation of future budget proposals (packages) or AWP's.
- All States should stay on a current/pipeline operation on concurrence of mineral report evaluations and appraisals on Forest Service exchanges. BLM should request a 60-day review period for USGS concurrence. After receipt of USGS concurrence, BLM should process concurrence determinations back to the Forest Service within 30 days.

Conveyance of Federally-Owned Mineral Interests:

- All States must stay on a pipeline basis of processing applications. Applicants must be notified within 90 days from receipt of applications of the costs of administrative processing if the application meets the requirements for further processing (43 CFR 2720).

DeFacto Townsites/Occupancy Trespass:

- Each State should identify and report to the Director (320) by May 1, 1979 those major concentrations of occupancy trespass or defacto townsites on public lands in each State. Numbers of occupants, residences, population, acreage, etc. should be described. Proposed methods of resolution for each area identified should be indicated.

Component 32 - Withdrawal Processing

- Withdrawal applications (new filings) are to be processed on a priority basis. Because of the 2 year maximum limitation on segregation and the 30 day publication requirement, all applications are to be given top priority for adjudication processing. Lack of diligent compliance will subject the application to rejection.

- All States should prepare an age/backlog of all pending withdrawal revocation, and restoration cases. This report is to be submitted to the Director (320) by October 31, 1978. The analysis should include an assessment of information needs or reasons why the case is pending. Positive steps should be identified to process to completion as many cases as possible in FY 1979. The age analysis for pending withdrawal applications should identify the time processing requirement as imposed by Section 204(g) of FLPMA . Quarterly status reports on progress in accomplishing caseload reductions will be submitted by the 10th of the month following the end of the quarter.
- All States should meet with the appropriate regional of field level Department of Defense realty officials to discuss the filing of withdrawal applications on any lapsed military withdrawals. All such applications must be filed in accordance with the requirements of FLPMA and the Engle Act where the acreage exceeds 5,000 acres.
- States with Engle Act withdrawal applications should give priority consideration to early and timely processing of such applications due to the legislative requirement to effect such types of withdrawals.
- All requests, whether on Bureau motion or by request of a State governor, for designation of lands unsuitable for noncoal mining under Section 601 of the Surface Mining Control and Reclamation Act of 1977, will be acted on within 60-90 days from receipt. The action requirement as to time applies only to those situations where the resource conflicts warrant a recommendation for a temporary withdrawal pending final review.
- Processing of pending withdrawal relinquishments, revocation and restoration cases, should be given high priority in terms of timely action by BLM and to reduce or eliminate current backlog. This is particularly emphasized due to the anticipated number of new applications that will begin to accrue in FY 1979 due to withdrawal review activities.

Component 35 - Withdrawal Review

- The withdrawal review inventory phase was to be completed in FY 1978. The inventory phase completion is extended to the end of FY 1979 for those States unable to complete the inventory in FY 1978. Project codes PR00, PT00, and PX00 have been established to track time and cost expenditures on withdrawal review activities.
- States not included in the Section 204(1) FLPMA review activities (i.e., Alaska, Eastern States Office, North Dakota, South Dakota, Nebraska, Kansas, and Oklahoma) should initiate a withdrawal review program on all withdrawals within their geographical jurisdiction. Project Code PX00 should be used for work related to this withdrawal review program.

Component 36 - Mining Claim Recordation

- Funds for major microfilm equipment and supplies are being held in Washington Office. Outline planned use of add-on funding and identify additional funding needs or surplus as appropriate.
- The current cost target provides for the recordation of mining claims but does not provide for major equipment associated with micrographics and data processing.

3. Congressional Add-ons

- Cost target increases for the Unintentional Trespass add-on were allocated based on the remaining workloads as identified in your FY 1978 AWP submissions. Cost target increases for the Energy Related Realty and Non-Energy Related Realty add-ons were based on your FY 1980 package submissions and constrained by the funding level of the add-on.
- Congressional add-ons shall not be used for contracting lands inventory work in FY 1979.

4310 - FOREST MANAGEMENT
 6310 - FOREST MANAGEMENT (O&C)
 9600 - BLISTER RUST CONTROL
 9700 - FOREST PEST CONTROL

4310 - Forest Management
 6310 - Forest Management

1. General

The FY 1979 forestry program is essentially a continuation of the effort outlined in FY 1978. The Bureau will continue to produce a high-level of forest products consistent with principles of sustained-yield, multiple-use, and environmental protection. In the Public Domain forestry program, in particular, the Bureau will continue to strive for full implementation of the allowable harvest level as indicated below.

PUBLIC DOMAIN Six-Year Target Volumes (Million Bd. Ft.)

<u>State</u>	<u>FY '79</u>	<u>FY '80</u>	<u>FY '81-84 1/</u>	<u>6-Year Total</u>
California	25	25	25 annually	150
Colorado	13	13	13 annually	78
Idaho	19	21	35 annually	180
Montana	9	11	11 annually	64
E. Oregon	17	17	17 annually	102
Wyoming	5	6	6 annually	35
	88	93	107	609

Over the past several years, the need has been recognized to permit States greater flexibility in their harvest volume offerings (Public Domain forestry program). Therefore, beginning in FY 1979, States may deviate from the indicated annual target offering by 25 percent (e.g., a State having an annual target volume of 10MMBF could offer from 7.5 to 12.5 MMBF). The overage (+) or shortfall (-) will then carry forward to subsequent years. Cumulative overages (+) or shortfalls (-) may not exceed 50 percent, of the average target volume (computed using 6-year total). Additionally, actual offerings during the 6-year period must balance with the indicated 6-year total (see example below). Any deviation from the FY target level must be briefly explained your AWP submission.

1/ Based on best available data, and subject to change as land use plans and ES's are completed.

SAMPLE COMPUTATION OF CUT

			Cumulative Overage/Shortfall
- FY 1979 Target	10.0 MMBF	<u>1/</u>	
Actual Offer.	<u>7.5</u> MMBF	<u>2/</u>	
Shortfall (-)	2.5 MMBF	<u>3/</u>	(-) 2.5 MMBF
- FY 1980 Target	10.0 MMBF		
Actual Offer.	<u>8.0</u> MMBF		
Shortfall (-)	2.0 MMBF		(-) 4.5 MMBF <u>4/</u>
- FY 1981 Target	10.0 MMBF		
Actual Offer.	<u>12.0</u> MMBF		
Overage (+)	2.0 MMBF		(-) 2.5 MMBF
- FY 1982 Target	10.0 MMBF		
Actual Offer.	<u>10.0</u> MMBF		
	-0-		(-) 2.5 MMBF
- FY 1983 Target	10.0 MMBF		
Actual Offer.	<u>11.5</u> MMBF		
Overage (+)	1.5 MMBF		(-) 1.0 MMBF
- FY 1984 Target	10.0 MMBF		
Actual Offer.	<u>11.0</u> MMBF		
Overage (+)	1.0 MMBF		-0- <u>5/</u>

1/ From AWP Directives (average annual target computed using 6-year total).

2/ From Vegetative Reports.

3/ Overage or shortfall may not exceed 25 percent of average annual target volume.

4/ Cumulative overage or shortfall may not exceed 50 percent of average annual target volume.

5/ Overage or shortfall must equal zero at end of 6-year period.

4310 - FOREST MANAGEMENT
 6310 - FOREST MANAGEMENT (O&C)
 9600 - BLISTER RUST CONTROL
 9700 - FOREST PEST CONTROL

4310 - Forest Management
 6310 - Forest Management

1. General

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Over the past several years, the need has been recognized to permit States greater flexibility in their harvest volume offerings (Public Domain forestry program). Therefore, beginning in FY 1979, States may deviate from the indicated annual target offering by 25 percent (e.g., a State having an annual target volume of 10MMBF could offer from 7.5 to 12.5 MMBF). The overage (+) or shortfall (-) will then carry forward to subsequent years. Cumulative overages (+) or shortfalls (-) may not exceed 50 percent, of the average target volume (computed using 6-year total). Additionally, actual offerings during the 6-year period must balance with the indicated 6-year total (see example below). Any deviation from the FY target level must be briefly explained your AWP submission.

1/ Based on best available data, and subject to change as land use plans and ES's are completed.

SAMPLE COMPUTATION OF CUT

			Cumulative <u>Overage/Shortfall</u>
- FY 1979 Target	10.0 MMBF	<u>1/</u>	
Actual Offer.	<u>7.5</u> MMBF	<u>2/</u>	
Shortfall (-)	2.5 MMBF	<u>3/</u>	(-) 2.5 MMBF
- FY 1980 Target	10.0 MMBF		
Actual Offer.	<u>8.0</u> MMBF		
Shortfall (-)	2.0 MMBF		(-) 4.5 MMBF <u>4/</u>
- FY 1981 Target	10.0 MMBF		
Actual Offer.	<u>12.0</u> MMBF		
Overage (+)	2.0 MMBF		(-) 2.5 MMBF
- FY 1982 Target	10.0 MMBF		
Actual Offer.	<u>10.0</u> MMBF		
	-0-		(-) 2.5 MMBF
- FY 1983 Target	10.0 MMBF		
Actual Offer.	<u>11.5</u> MMBF		
Overage (+)	1.5 MMBF		(-) 1.0 MMBF
- FY 1984 Target	10.0 MMBF		
Actual Offer.	<u>11.0</u> MMBF		
Overage (+)	1.0 MMBF		-0- <u>5/</u>

1/ From AWP Directives (average annual target computed using 6-year total).

2/ From Vegetative Reports.

3/ Overage or shortfall may not exceed 25 percent of average annual target volume.

4/ Cumulative overage or shortfall may not exceed 50 percent of average annual target volume.

5/ Overage or shortfall must equal zero at end of 6-year period.

Also beginning in FY 1979, it will be encumbent upon each State having an indicated harvest level to implement all intensive forest management practices (i.e., reforestation, precommercial and commercial thinning, site preparation, etc.) needed to support the 6-year harvest level outlined above. Indicate in tabular form (format provided below) in your AWP submission, units of accomplishment, work-months, and direct costs for planned intensive forest management efforts for FY 1979 through FY 1984 (use FY 1979 work-months and unit costs for projections). You should use your FY 1978 Package Submission ("Base Zero") as a guide for programming intensive management efforts. Any significant deviation from the indicated intensive management efforts needed to support your harvest level should be briefly explained in your AWP submission. Only data for the job codes indicated on the sample format needs to be provided.

Forest Development (42)

		Job Codes <u>1/</u>						
FY	PLANNED	54	55	56	58	59	64	73
1979	Units							
	Work-Months							
	Direct \$							
1980	Units							
	Work-Months							
	Direct \$							

1/ See BLM Manual Section 1684 for details

FY 1979
Forestry Planning/ES Schedule

State	Geographic Area	FY 1979	FY 1980	FY 1981	FY 1982
CA	SYU #15 (Susanville, Redding, Folsom, Bakersfield)	Complete URA/MFP	Sept. 30 Complete Timber EAR		
	SYU #13 (Ukiah)	Complete URA/MFP	Sept. 30 Complete Timber ES		
ID	SYU #9 (Couer d'Alene)	June 30 Complete Timber ES			
OR	Jackson/Klamath	<u>Jan. 1, 1979 - Complete Draft Timber ES</u> <u>July 1, 1979 - Complete Final Timber ES</u>			
	So. Coast/Curry	Complete URA/MFP	July 1 Complete Timber ES		
	All Salem SYU's	Complete Inventories	Complete URA/MFP	July 1 Complete Timber ES	
	So. Umpqua/Douglas	Initiate Inventories	Complete Inventories	Complete URA/MFP	July 1 Comple Timber
	Siuslaw/Upper Will.	Initiate Inventories	Complete Inventories	Complete URA/MFP	July 1 Comple Timber

Priorities (in descending order)

- Top priority for the forestry program is to meet inventory, land use planning and ES commitments required under the NRDC/BLM court-approved agreement.
- Offering of allowable harvest levels.
- Implementing intensive forest management practices needed to support allowable harvest levels.
- Continued emphasis on easement acquisition and cadastral survey in support of out-year timber sale plans.
- Maintain up-to-date 5-year timber management plans.
- Public demand for minor forest products should not be permitted to significantly impact your capabilities to inventory, manage, protect, and develop the vegetative resources. Generally, free use and small public-demand negotiated sales should be subjugated to the higher-priority forestry program efforts.

9600 - Blister Rust Control

9700 - Forest Pest Control

1. General

Cost targets for projects indicated in the Specific Directives are allocated to the States based on anticipated transfer of funds from the Forest Service.

4320 - RANGE MANAGEMENT

Component 43 - Wild Horse and Burro Management

General - Complete the following table for Component 43:

Level of program FY 1978 \$ _____

Level of program FY 1979 \$ _____

Priorities

- Develop and/or implement Herd Management Area Plans consistent with the Bureau Planning System.
- When resource damage is occurring take necessary action to control wild horse and burro numbers (See 8100 Directives).

The FY 1979 Congressional add-on is based on your 1980 package submissions and provides for 900 excess animals to be gathered for adoption above numbers planned in FY 1978. Identify in your narrative the total animals planned to be gathered during FY 1979.

- Continue inventories and studies to collect baseline data.

Special Attention Items

- Each State should consider sending a representative to the Wild Horse Forum to be held in 1979.
- Each State should plan as appropriate for freeze-marking equipment and training of people per Instruction Memorandum No. 77-444. Freeze-marking training sessions at Pullman, Washington, are limited to 15 people (BLM plus private applicants) per session.
- Fecal Analysis - The cost of using the analysis laboratories must be programmed within your respective cost targets. Benefiting activities will share this expense.

Component 44 - Grazing Management

General

- Ensure that your vegetation inventory efforts provide data needed in URA/MFP's to make determinations for other resource needs such as ORV constraints.
- Submit the following information in the formats shown.

1. Range improvement (Job Codes 54, 55, 56, 57, 60, 61, 64, 68, 69, 70, and 71)

	<u>8100</u>	<u>4320</u>	<u>Total</u>
Level of program in FY 1978	\$ _____	\$ _____	\$ _____
Level of program in FY 1979	\$ _____	\$ _____	\$ _____

2. Inventory - ES

Facsimile Message No. 78-58 responses identified the ES schedule we will proceed with, as presented at the State Directors meeting during July 5-7, 1978. The schedule was developed from your preferred options with some coordinated adjustments as of July 21, 1978. These are shown as OPS items in the State specific directives. The following table must be submitted to reflect that schedule:

FY 1979 State Schedule by Priority

ES	1,000	FES	Sub	Inventory	<u>1/</u>	EST:	Contract	<u>3/</u>	Total
Name	Acres	Year	Activities	Type/Acres	WM's		Cost(s)		Cost(s)
<u>2/</u> Wood	150.0	1980	4320	-	-	40	\$ 10,000		\$ 80,000
Sand	1,180.0	1982	4320	SVIM/400		40	360,000		445,000
			4320	MoSv/280		35			70,000
			4340	Soils/280		3	84,000		90,000

1/ Identify abbreviations i.e., Mo Sv = Modified SVIM.

2/ Show ES preparation by priority. Use inventory column only as it applies.

3/ Identify purpose of contract if its other than the line item shown.

- Provide for necessary input as required to meet the livestock grazing ES schedule for FY 1979-1982.
- Take necessary actions to implement management decisions upon completion of ES - planning decisions.
- Provide for on going administration and management of the grazing management program.

Special Attention Items

A. Range Specialist Assignment

1. Each State will plan one work-month to assist the SC or WO in developing range program policy, procedural guidelines, and critical priority work assignments, including the proposed range program committee assignments identified in Instruction Memorandum No. 78-267.

B. State Range Program Workshops and/or Conference

1. Identify by title, date, place, and objectives, any planned workshop and/or conferences with any desired input from DSC or WO.

C. Grazing Regulations/Manuals

1. The new regulations become effective August 4, 1978, and have significant changes and impacts on the grazing program. To provide for uniform interpretation and application of procedures, there will be three meetings conducted by WO-DSC which require State representatives to attend, as shown. Target groups include District Managers, Area Managers, and State and District Range Specialists.

Meetings will be at:

Phoenix, Arizona - October 16-20, 1978, for: AZ, NV, CA.

Denver, Colorado - October 23-27, 1978, for: MT, WY, CO, NM

Boise, Idaho - October 30 - November 3, 1978, for: ID, OR, UT

D. Weed Control - Carlson Foley Act of 1968

1. This Act authorizes reimbursement to State agencies for control of noxious weeds on Federal lands, provided the same measures are followed on adjacent State and private lands. This requires a statewide coordinated weed control plan by the State.
2. Identify such cooperative weed programs in your narrative for proposed funding. Reference Section 1, P.L. 90-583, October 17, 1968.
3. Detailed proposals must follow for analysis prior to approval.

4330 - RECREATION MANAGEMENT
6330 - RECREATION MANAGEMENT (O&C)

First priority for the recreation programs is accomplishment of the wilderness OPS objectives -- review of specified "instant" study areas and accelerated inventory of remaining public lands.

Component 45 - Cultural Resource Management (CRM)

- General. The FY 1979 CRM program continues to be oriented towards providing data for URA/PAA efforts (with increased emphasis on Class II inventories) and on protection of critical cultural resources; congressional add-ons provide added capability for these objectives.
- Program Priorities. The following list delineates the relative priority of CRM work -- the highest priority work first. Utilize this priority listing to match directed work with capability. Group A work must be accomplished before Group B; and higher priority "A" work before lower priority "A" work:
 - Group A Priorities. Work in Group A represents the minimum acceptable CRM program. Inability to accomplish this work must be fully documented in your AWP narrative.
 1. Congressional add-on work and one-time allocation work.
 2. Data Collection. (Class I and II inventory) for input into priority planning (URA/PAA) efforts.
 3. Antiquity Permit application processing with random field compliance on permits dealing with critical resources.
 4. Interim Protection of highly critical cultural resources.
 5. Activity Planning for critical values in advance of major cultural resource projects.
 - Group B Priorities. Activity planning and protection of less critical cultural resources and a higher level of field compliance for permits.
 - Group C Priorities. All other CRM work including preparation of National Register nominations.
- Add-on Funding. Congress provided add-on funding for implementation of specific CRM program objectives. The add-on funds must be used for the specific work for which they were intended:
 - Inventory funding provides increased capability to accomplish Class I and Class II inventories for input into URA/PAA's.
 - Protection funding provides for increased management of cultural resources in Grand Gulch, Utah.

- Escalante Cultural Facility funding provides for capability to meet Bureau obligations relative to the Dolores project and to initiate planning for the Sacred Mountain area in Colorado.

- Specific Work Items

- Antiquities Permits. Provide timely processing of all antiquities permit applications and at least random field compliance for permits dealing with critical resources.
- Inventory
 - Complete Class I inventory studies for at least two priority Districts. Identify, in your AWP narrative, the Districts for which Class I inventory studies will be completed in FY 1979.
 - Complete Class II inventories for priority URA/PAA efforts scheduled for FY 1980. Identify, in your AWP narrative, the planning area(s) for which Class II inventories will be initiated in FY 1979 and the percentage of each area to be sampled. The appropriate sample level of Class II inventory is dependent upon a number of variables (see Manual Section 8111).
- Interim Protection/Stabilization. Your cost target includes one-time allocations for contracting and/or temporary work-months for interim protection (including patrol/surveillance, signing, fencing, barriers, stabilization, and limited critical salvage) as identified in specific State directives. Do not undertake basic inventory or recreation development work with these funds.
- Activity Planning. Prepare at least two cultural resource management plans (including necessary data collection) for critical CR properties for which long-term management is anticipated. Identify, in your AWP narrative, the name/BLM District/acreage of those properties for which plans will be prepared in FY 1979.
- National Register Nominations. Because of limited funding capability no National Register nominations are to be prepared in FY 1979 except when done through the "eligibility determination" process in reaction to specific projects.

Component 46 - Visual Resource Management

Program Priorities. The following list delineates the relative priority of VRM program work; it is not an attempt to prioritize work undertaken by VRM for other resource programs such as project application design. Use these priorities to match directed work with capability:

1. Data collection (inventory) for priority URA/PAA efforts.
2. VRM/Energy Publication.

3. Development work, including manuals.
4. Program monitoring to ensure that VRM project application design is being accomplished by other Bureau programs.
5. Professional development and training of personnel to meet VRM program objectives.

- Specific Work Items

- Inventory. Complete VRM inventory, at quality standards prescribed in Manual Section 8411, to ensure data input to URA and PAA efforts; place emphasis on inventory in support of URA/PAA efforts scheduled for FY 1980.
- Compliance.
 - Ensure that all Bureau programs include VRM data and contrast rating report within their EAR/ES's.
 - Establish VRM interim management classes, to guide contrast rating work, on areas where MFP's are not completed or where MFP's did not include VRM management classes.
- In-State Training
 - Provide VRM working level training for District and Area personnel involved in project analysis and planning; emphasize use of simulation techniques for priority resource programs.
 - Continue to present the VRM awareness program to the public sector, including universities and industry.
 - Consider sending VRM program and management personnel to the National VRM Conference jointly sponsored by BLM and USFS (Lake Tahoe, April 1979).

Component 47 - Natural History Resource Management (NHRM)

- General. The FY 1979 Natural History program continues the effort to identify, plan for, and protect natural resources which have significant scientific and educational values; congressional add-on funding provides added capability for these objectives.
- Program Priorities. The following list delineates the relative priority of NHRM work -- highest priority first. Utilize this priority to match directed work with capability.
 1. Congressional add-on work.
 2. Data Collection (inventory) for priority URA/PAA efforts.

3. Emergency Protection Actions (both administrative and physical) where necessary to protect scientifically significant natural resources.
 4. Natural Area Status Report on areas where a formal action has been taken to provide long-term protection to natural values.
 5. Activity Planning for natural areas having high scientific value which need protection actions.
 6. Interagency Studies to determine and coordinate natural area needs.
- Add-on Funding. Congress provided add-on funding for protection of significant natural history sites. The add-on funds must be used for this purpose; see State specific directives for work to be accomplished.
 - Specific Work Items
 - Inventory, Emphasis for inventory for URA/PAA efforts should be given to the following areas: representative ecosystems, rare or unique biotic or geologic phenomena, and cave resources. Make special efforts to secure data from outside sources such as universities, museums, State Agencies, etc.
 - Natural Area Status Report. Offices which did not prepare reports in FY 1978 will do so in FY 1979. In your AWP narrative, identify the areas for which a status report will be prepared.
 - Activity Planning. Prepare management plans for priority research natural areas which have been formally identified. Identify in your AWP narrative, the name/District/acreage of each area for which a management plan is to be completed in FY 1979.
 - Plan Implementation. Initiate implementation of approved research natural area management plans that have a critical need for resource protection. Identify in your AWP narrative the name of each area and the work to be accomplished.
 - Interim Management. Provide interim management to reduce deterioration of important scientific values for critical areas that do not yet have approved management plans. Identify in your AWP narrative the areas that are to receive interim management.
 - Interagency Natural Area Committees. Participate on State or local committees to the degree necessary to coordinate the Bureau's natural area effort. Identify in your AWP narrative the names of the committees and the work-month/dollar committed by the Bureau to each.

Component 48 - Wilderness Management (WM)

- General. The Bureau is committed to submittal of wilderness reports to the President on the 55 "instant" study areas by July 1, 1980. Refer to your scheduled OPS objectives for the fiscal year in which specific "instant" study areas must be reported. In addition, the Bureau is committed to completion of the Bureauwide accelerated inventory effort by the end of FY 1980. FY 1979 wilderness work should be directed to meeting these schedules. These WM directives assume: approved wilderness inventory procedures issued by September 1978; new wilderness positions (permanent and WAE) on-board by October 15, 1978; and training on wilderness inventory held late in October 1978.
- Your cost target includes a reduction in order to fund a Bureauwide regional analysis contract.
- Program Priorities. The following list delineates the relative priority of WM work --- the highest priority first. Utilize this priority listing to match directed work with capability.
- Group A. Work in Group A represents the minimum acceptable WM program. Inability to accomplish this work must be fully documented in your AWP narrative.
 1. Inventory for the "instant" study areas (OPS item).
 2. Inventory for priority planning areas.
 3. Suitability analysis (URA/MFP) for the "instant" study areas having wilderness potential for which reports are due in FY 1979. (OPS item)
 4. Reports for specific priority "instant" study areas having wilderness potential (OPS item).
 5. Reports for "instant" study areas not having wilderness potential (OPS item)
 6. Suitability analysis (URA/MFP) for the remaining "instant" study areas having wilderness potential (OPS item)
 7. Accelerated inventory, up to but not including, the 90 day public comment period, for remaining public lands (OPS item)
- Group B. Completion of accelerated inventory.

Specific Work Item

- Inventory. Utilizing the approved Bureau inventory procedures:
 - Complete the wilderness inventory for all "instant" study areas by the end of FY 1979.
 - Complete the wilderness inventory for priority planning areas.
 - Complete the accelerated inventory, up to but not including the 90 day public comment period, for all remaining public lands by the end of FY 1979 (OPS item). You are encouraged to fully complete the accelerated inventory on all lands during FY 1979, if possible.

NOTE: Wilderness inventory in support of ES's and EAR's for rights-of-way will be accomplished with wilderness funds. Inventory work will be charged to 4330, Component 48 and the appropriate job(s). Do not charge 5100 for wilderness inventory work. The writing of the wilderness portion of EARs/ESs for rights-of-way is chargeable to 5100.

- Suitability Analysis. Complete the wilderness suitability analysis (URA/MFP) by the end of FY 1979 for all "instant" study areas that have been identified as having wilderness potential (OPS item).
 - Suitability analysis (URA/MFP) will be accomplished through Bureau planning system updates, revisions, or new starts; consequently, coordinate wilderness program URA/MFP needs with the needs of other priority programs.
- Wilderness Reports
 - Submit to the Director (370), by the end of FY 1979, a completed "nonwilderness" report for all "instant" study areas found to have no wilderness potential (OPS item).
 - Submit to the Director (370) completed reports for specific "instant" study areas found to have wilderness potential per States' specific directives (OPS item). This report phase includes: summary management plan for public review, EAR/ES, mineral survey report completed, coordination with State and local government, and public hearings with comment period.
- Scheduling. Submit with your AWP narrative updated schedules for each "instant" study area; refer to target dates for completion of reports in the Planning and ES Schedule and in the WM directives. FY 1980 reports will need to be submitted to WO at least by April 1, 1980. Utilize the same format as used in the FY 1978 AWP Directives (Enclosure 1-89) and as used at the July 5, 1978, SD's meeting. You should review your schedules to assure yourselves they can be met; they will be used to track progress of work.

Component 49/50/51 - ORV, Rivers/Trails, and Other Recreation (Recreation Management - RM)

- General. Congress has recognized the urgency of implementing a balanced RM program by providing "add-on" funding for several critical RM objectives. This new funding will allow the Bureau to go beyond its traditional limited protection program and begin a positive program to provide quality recreation experiences to users of the Bureau lands. Work relating to the protection of critical resources and visitor protection will, however, be given highest priority. At the same time, a concerted effort is to be made to establish the foundation for a major RM initiative in FY 1980 and 1981 through the development of recreation management plans and project plans.

In order that high priority RM work can be accomplished, emphasize use of permanent RM staff to undertake priority RM work and use of temporary and WAE positions to undertake support work generated by other programs.

- Program Priorities. The following list delineates the relative priority of RM work --- highest priority first. Utilize this priority listing to match directed work with capability. Group A work must be completed before Group B work; and highest priority work in Group A before priority work in Group A.
- Group A Priorities. Work in this group represents the minimum acceptable RM program. The inability to accomplish this work must be fully documented in your AWP narrative.
 1. Congressional add-on work.
 2. Data collection (inventory) for input into the Bureau planning system (URA/PAA).
 3. Use supervision, where serious visitor safety situations or deterioration of critical resources are occurring.
 4. Critical administrative actions (such as withdrawals or closures), needed to protect critical resources.
 5. Interim ORV designations where needed to protect critical resource values or where there are serious visitor use problems.
 6. Activity planning, on high value areas where there are serious visitor use or critical resource deterioration problems.
 7. Project planning, implementing approved management plans, for projects needed to protect visitors from serious safety hazards or to protect critical resources.

8. Permit application processing, and mineral compliance monitoring essential to ensure public safety and protection of critical resources.
 9. ORV designations for areas where ORV designation have been developed in approved MFP's.
 10. Non-Bureau initiated studies related to BLM areas of high resource value with minimum participation necessary to ensure coordination with BLM objectives, plans, and programs.
- Group B Priorities. Use supervision, administrative actions, and project planning which implement approved RMP's; activity planning for heavy use areas; higher level of compliance monitoring for recreation permits.
 - Group C Priorities. All other RM work oriented towards the enhancement of the recreation experience on public lands.
 - Add-on Funding. Congress provided add-on funding for implementation of specific RM program objectives. The add-on funds must be used for the specific work for which they were intended:
 - ORV designation funding provides for interim and final ORV designations.
 - River/trail funding provides for the completion of management plans of national rivers and trails after designation by Congress.
 - California Desert funding provides for additional interim protection.
 - Recreation permit funding provides for implementation of special recreation permit regulations.
 - Recreation planning funding provides for completion of recreation management plans.
 - Red Rocks funding provides for completion of interpretation facilities and management of the Red Rocks Visitor Center (Nevada).
 - Specific Work Items
 - Inventory. Undertake inventory to provide adequate data for input into scheduled URA/PAA efforts. FY 1979 field inventories are to be for scheduled FY 1980 URA/PAA's; limit data collection for FY 1979 URA/PAA's to existing data. All ORV data in URA/PAA's must be adequate to make ORV designation decisions in the MFP (see Instruction Memorandum No. 78-333, Enclosure 1, for general description of data needs).

- Permits. Special recreation permit regulations will be fully implemented by all States in FY 1979. All permit applications will be processed; emphasis for monitoring of permits issued should be directed to those permits having potential for impacting critical resources or for conflicting with other resource users. In your AWP narrative, identify the estimated number of permits you expect to be processed and the number expected to be issued by type (commercial, competitive, ORV group, special area).
- Activity Planning. Complete two recreation management plans on your most critical RM areas or on RM areas which have been formally designated by Congress or by the Bureau. In your AWP narrative, identify the name/District/acreage of each area for which an activity plan is to be completed in FY 1979. (Note: for critical areas, MFP's need not be completed; see manual section 1609).

Add-on funding for completion of management plans for national rivers/trails is being held in WO pending congressional legislation. In your AWP narrative, identify the rivers or trails you expect Congress to designate in FY 1979.

- Activity Plan Implementation. Implement priority phases of approved management plans.
- Interim Management. Provide interim management through use supervision or information devices, for areas without approved management plans, to reduce deterioration of critical resources and to reduce serious safety hazards to visitors. Facility construction or permanent hiring will generally not be initiated to meet this directive.
- ORV Designation. Complete ORV designations as identified in State specific directives and initiate the ORV designation process as MFP's are completed or as critical areas are identified which require interim designation prior to MFP efforts. The ORV designation process for any area should be scheduled to be completed no later than 1 year after completion of the MFP. In your AWP narrative, list the planning areas and critical areas in which ORV work will be done in FY 1979. For each planning or critical area, indicate the phases of work (see Instruction Memorandum No. 78-333, Enclosure 1) to be completed in FY 1979, as follows:

Name	P.U.	Area	Acreage	Check (X) Phase of Work To Be <u>1/</u> Accomplished in FY 1979						
				1	2	3	4	5	6	7

1/ Key to Phases of Work:

1. Completion of data collection (applicable only to critical areas that have not gone through MFP).
2. Completion of ORV implementation plan.
3. Completion of environmental assessment.
4. Completion of cultural resource compliance.
5. Completion of minimal signing/posting of area.
6. Completion of maps/brochures.
7. Formal designation (publication in Federal Register and news release).

- Land Acquisition Planning. Compile data to provide a prioritized listing of needed recreation land acquisitions for the FY 1981 packages. This data should include: estimated cost, acreage, number of owners, and the level of planning that has been completed. Areas previously submitted should be included if they have not received LWCF funding.
- Project Planning. Complete planning for priority recreation construction projects (campgrounds, trails, roads, etc.) you intend to submit in your FY 1981 and 1982 construction program and for projects to be undertaken by YCC, YACC, or other means.
- Non-Bureau Initiated Studies.
 - Contact the NSFS and NPS to determine river and trail study schedules which may require your participation in FY 1979 and plan appropriate participation. In your AWP narrative, identify the studies in which you intend to participate.
 - Cooperate with States, as appropriate, in updating the Statewide Comprehensive Recreation Plans.
- In-State Training/Workshops. Identify in your AWP narrative the in-State recreation training and/or workshops you intend to hold. Identify training/workshop objectives, dates, and participation expected from DSC or WO.

General

To meet the Bureauwide needs associated with the various ES schedules an adjustment for inventories has been made to the base funds. In some States this resulted in significant reductions in funding and in other States a significant increase. As outlined in the PAWP, all decreases are permanent and all increases for inventories are one-time.

- Priorities

Watershed program emphasis will be on basic resource data for all Bureau Priority Commitments.

-52 - Water Management

- a. Each State Office should update its State Water Resource Program as appropriate. Emphasize development of technical guideline appendices such as 208 coordination, water quality inventory, water use and needs inventory, etc.
- b. All State Office hydrologists should plan 2 weeks and appropriate travel for WO detail to develop manuals and guidelines for continued implementation of the Bureau Water Resource Program.
- c. States with computer terminal capability should plan for a one-week EPA seminar on the use of their STORET system for storing and retrieving water quality data.
- d. States should plan on at least 1-3 WM's to meet existing Bureau and legislative commitments to the Clean Water Act of 1977 (Public Law 95-217). Emphasis should be on "208" activities. Work closely with States and designated planning agencies on establishing BMP's and revision of State water quality standards.
- e. Continue inventory, installation, and monitoring of water quality to meet EO's energy initiatives, ES's, and the BPS.
- f. Water Right Assertions

Include in your AWP WM's and costs for water right assertions for your State. States should expect an increasing workload in this activity, especially in instream flow quantification and a water uses and needs inventory.

g. Drinking Water

A joint Watershed/Engineering draft drinking water manual will be released in early FY 1979. States should start complying with Federal/State and Bureau requirements. Hydrologists shall assist engineers in monitoring and conducting surveys.

h. Floodplain Management

Floodplain management policy and guidance will be applicable in FY 1979. Hydrologists and water resource specialists should be prepared to update and incorporate floodplain information within the BPS and ES's. This includes floodplain mapping, assessing beneficial and adverse environmental impacts and restoration-protection measures. Floodplain management plans will be required and close coordination is necessary with lands resources on actions involving development and title transfer. Action alternatives outside the floodplain must be chosen, if impacts are adverse to the intended action, unless there is no viable alternative.

- i. A joint BLM/FS water resource "workshop" is proposed for early February 1979. This workshop will involve other outside agencies. One day may include briefing State Directors/Regional Foresters on items such as water rights, EPA 208/404 (COE) programs, river basin planning, water policy, and floodplain management. State Office hydrologists should plan 1 week for this workshop.

- j. River basin planning activities are increasing and greater consistency is required in dealing with other agencies, and private entities.

Denver Service Center (380 - Merv Noble) and SO Watershed staff should allocate adequate WM's to assist river basin commissions by providing data, coordination, narrative inputs and review of plans.

- k. Recent legislative and executive requirements will increase the Bureau's water resource program responsibilities substantially. Each SO should begin to consider proposals for developing a Bureau/SO training program for entry level GS 5/7 hydrologists. plans.

-53 - Soils Management

- a. The Soils-Vegetation Inventory Method (SVIM) continues as a high priority. Current funding level and inventory capabilities in most cases do not allow the Bureau to conduct inventories for ES areas beyond the immediate needs. Concentrate your efforts for FY 79 on 1981-82 Range ES. Plan to continue coordinated efforts with SCD to meet the needs in soils inventory.
- b. Each State excluding Alaska must update the "Master Plan Framework for Soils Surveys on Public Lands." This plan is done for several years and instructions are found in IM 78-315 dated June 19, 1978. The update must be submitted to the Director DSC (D-350) by July 1, 1979.

-54 - Air Quality Management

- a. Each State will send two representatives, one professional and one management, to the National Interagency Air Quality Training, January 8-19, 1979, BLM course #9200-25.
- b. Each State will develop a plan to evaluate the deterioration of atmospheric visibility over BLM lands caused by outside sources and as a result of BLM activities. The plan must be submitted to DSC-350 by September 1, 1979. The format for the plan will be developed by DSC-350 by December 1, 1978.

-58 - Endangered Plant Resource Protection

- a. Comply with the Endangered and Threatened Species Act of 1973. Continue to use WO IM 77-556 for general guidance See subactivity 4350 for further guidance in the Endangered Species Program.

-59 - Earth Sciences

- a. The FY 1978 AWP Directives indicated that public lands needing an inventory or improvement of geologic data be identified. By February 1, 1979, report to the Director (350) the number of acres, by District, which have inadequate geologic data coverage and the number of acres which have adequate geologic data coverage.
- b. Each State should select one District to conduct an inventory describing the specific collecting sites and geologic formations for content of known vertebrate, invertebrate, and paleobotanical paleontologic specimens. The specimens, with the formation, should also be classified for known scientific, commercial, or amateur fossil collection value. The paleontological data will be used to satisfy the resource inventory requirements for land management under FLPMA. The data will also be an important aid in developing specific regulations under the Act. A progress report must be submitted to the Director (350) by March 1, 1979. Further guidance will be issued on content and format for the inventory and report.

- Planning

Ensure that applicable data generated through the various inventory systems is incorporated into the planning system (URA/MFP) and is used to recommend constraints (if any) on ORV use in relation to

Watershed program objectives. When conducting such inventories, ensure that the data needed for this purpose are collected. Instruction Memorandum No. 78-33 may be of some value in this effort.

- Safety of Dams

The Corps of Engineers is starting to update the dam inventory completed several years ago. They will be verifying the information from the last inventory and requesting data on new structures. The responsibility for completing the inventory has been delegated to the Corps Districts who will be contacting the BLM field offices. We have no information on the work requirements. When you receive the request for information, respond the best you can within the constraints of your AWP.

General

All components will initiate data collection required for planning in support of the vegetation allocation (range) environmental statements (ES), coal statements, and wilderness reviews in that order of priority within the capability of assigned cost targets and in accordance with planning schedules within State specific directives.

Each State is to provide 1 work-month and required travel to assist Washington Office (WO) in development and revision of Manual Sections, directives, and other required technical development to be scheduled during Fiscal Year (FY) 1979.

Increased positions provided in State specific directives are to be utilized in support of the Bureau's inventory and analysis initiatives.

No new habitat management plans (HMP) are being assigned for preparation, except as noted in State specific directives. This base capability is to be redirected into inventories in support of planning and ES schedules listed in State specific directives. Each State is to update Form 6620-2, Habitat Management Plan Statistics, and submit to the Director (360), along with a copy of the HMP's to be implemented in FY 1979 with your annual work plan (AWP).

- 55 Terrestrial Habitat Management

Priority emphasis will be given to two major initiatives receiving equal priority with assigned cost targets given in State specific directives.

- Wildlife inventories will be conducted in support of planning/ES schedule on vegetal allocations assigned within State specific directives. Data will be recorded in accordance with Bureau of Land Management (BLM) Manual Section 6602 - Integrated Habitat Inventory and Classification. A wildlife biologist will participate as a team member on all SVIM field crews.
- Cooperative HMP's, developed under the authority of Public Law (P.L.) 93-452 (Sikes Act), will be implemented within assigned cost targets for plans identified under State specific Wildlife Habitat Management directives.

- 56 Aquatic Habitat Management

- Priority emphasis will be given to data collection required for completing inventories as per State assigned planning/ES schedule. Stream data collection for inventory purposes should not exceed \$250 per mile. State agency contracts are encouraged and aquatic habitat classification desirable.

- Cooperative HMP, same as directed in Component -55 Terrestrial Habitat Management.

-57 Riparian and Wetland Habitat Management

- Same as Component -55 above.

-58 Endangered Resources

- Departmental initiative and Congressional "add-on funds" require the completion of federally listed threatened or endangered species habitat inventories, as per assigned schedules in State specific directives. Inventories shall be completed in accordance with Instruction Memorandum No. 78-329, Interim Guidelines on Implementing Critical Habitat Recommendations as per Secretarial Memorandum, within established inventory cost targets. Emphasis will be given to the following areas in descending order, and in accordance with State planning/ES schedules for vegetation allocations, coal, and wilderness. Threatened or endangered species inventory cost target increases should also be utilized to acquire other wildlife data within the area inhabited by the T/E species particularly on those areas scheduled for general wildlife inventories.
- Section 7 Consultation required under 35 CFR, Title 50, issued January 4, 1978, will be met within specifically assigned cost targets for this initiative. Consultation requirements and procedures are defined in Instruction Memorandum No. 78-329. Special project code CP00 has been assigned for Section 7 consultation only, and should be coded to component job code (CJC) 0109 within the initiating subactivity.

4360 - FIRE PROTECTION
4610 - STRENGTH-OF-FORCE

1. General

Base cost targets have been adjusted in FY 1979 to reflect the Normal Year Fire Plan. Further adjustments may be expected in FY 1980 to bring cost targets more in line with the NFYP.

In scheduling capitalized equipment purchases, give priorities to ground tankers, slip-ons, and updating communications systems.

See DSC Office Specifics for planned location of 2 additional lightning detection units at Bishop, California, and Albuquerque, New Mexico. Plan 24-hour, 7-day a week monitoring of these units during your lightning season.

Plan sufficient time and travel funds to qualify personnel as shown in the FY 1979 FIRE SUPPRESSION SUPPORT PERSONNEL CAPABILITY chart which follows these Directives.

The FY 1979 course development/instruction schedule provides greater opportunity to advance in fire training. See Office Specific Advices for course development/presentation, which you intrabureau and interagency. BIFC will coordinate training and provide instructors and teaching materials as needed.

See BIFC Office Specific Directives for information on funding travel to the national training schools, and BLM instructors to the BIFC schools. A total of \$50,000 is reserved at BIFC to support travel for 90 students and 34 instructors at the national schools.

In your AWP submission, identify any rover training and fire training planning assistance needed from BIFC.

All State FMO's except Alaska, are to plan a 3-day session in April 1979 to update experience and training records for NIPQS "Red Card" system including coordination of transferees between States.

Consider sending the State FMO, Fire Training Officer, and State Training Officer to the Fire Training Officers Conference, January 14-19, 1979, in Seattle, Washington.

Conduct and coordinate local training as identified in fire training needs analyses with cooperating agencies. Provide (Director 440) a table showing course, dates, and location for all BLM sponsored fire training within your State.

Plan attendance at the Post Season Fire Review to include State FMO's and Assistant(s). The meeting will be held at Albuquerque, New Mexico from November 13 through 17, 1978.

2. Specifics

The Miles City, Montana; Casper, Wyoming; and Las Cruces, New Mexico Districts are to continue as test Districts for the Great Plains Fire Management Project. Each District should plan about 5 workmonths for one prescribed burn and evaluation. Costs will be charged to the benefitting activity.

The Shoshone, Idaho; Ely, Nevada; and Cedar City, Utah Districts will continue to participate as test Districts for the Cold Desert Fire Management Project. This will include completion of the revision of activity plans, formulation of burning plans for the test areas, and the execution and evaluation of at least one prescribed burn during FY 1979 (assuming the weather cooperates). Test Districts should call on the National Forest Fire Laboratory for assistance as needed during the process. Each District should plan an estimated 5 work-months for this work. Cost to be charged to benefitting activity.

Strength-of-Force (SOF)

Use the following SOF cost targets for FY 1979 in 4610:

(\$000's)

Alaska	\$7,400	Oregon	\$1,349
Arizona	265	Utah	565
California	730	Wyoming	259
Colorado	625	BIFC	1,700
Idaho	1,183	DSC	20
Montana	430	WO (440)	10
Nevada	878		<u>\$15,557</u>
New Mexico	143		

No capitalized equipment may be purchased with 4 610 funds. The ceilings in SOF position, W/M's, and contract aircraft are by offices as shown in your FY 1978 approved SOF, exclusive of one-time add-ons. Any increases above these numbers will require a complete justification. Nothing will be approved above the NFYP levels. Aircraft contracts are limited as follows:

Alaska	31 Fixed-wing 11 Helicopters	New Mexico	None
Arizona	2 Helicopters	Nevada	2 Fixed-wing 3 Helicopters
California	1 Fixed-wing 1 Helicopters	Oregon	4 Helicopters
Colorado	2 Fixed-wing 1 Helicopters	Utah	1 Fixed-wing 2 Helicopters
Idaho	4 Fixed-wing 1 Helicopter	Wyoming	1 Helicopter
Montana	4 Fixed-wing 1 Helicopter	BIFC	4 Fixed-wing 2 Helicopters

Show 4610 cost target by District. (See 9213.4, Release No. 9-103.) In planning the allocation of 4610 funds, consider reserving some funds for contingencies during periods of high fire hazard when no fires are burning but standby personnel or crews are needed. (Enter such contingencies on Line 5c of Form 1680-3 under the proper heading.) Make allowances in planning 4610 funds for the time seasonal personnel will be coding to fires, and therefore charging against 4620.

As part of your 4360 narrative, submit on a FY basis completed Forms 1680-2 (subactivities 4360, 4800, 4960, and 6360), 1680-3 (Subactivity 4630), and 9210-44. Submit only statewide consolidations of Forms 1680-2 and 3; show State Office and District Office data on Form 9210-44 on a single sheet as far as possible. Also, forward one copy of all these forms to BIFC. (State Offices should retain copies of District Office submissions of Form 1680-2 and 3 for planning and control.)

The following table shows the WJC's for the program elements included in the Fire Planning Summary Form for 4610 (1680-3):

<u>Training</u>	<u>Prevention</u>	<u>Detection</u>	<u>Initial Attack</u>	<u>Non Initial Attack</u>	<u>Clerical Support</u>	<u>Com-munications</u>
0115	7046	7045	7047	0572	0113	7072
	0118		0112	7072		0105
	7062			0105		

Activation/Deactivation

Your dates are as follows: (They may not be changed without WO approval.)

ACTIVATION

<u>April</u>		<u>May</u>	
<u>2nd Monday</u>	<u>4th Monday</u>	<u>1st Monday</u>	<u>2nd Monday</u>
Alaska	California	Oregon	Idaho
Arizona	Colorado	Utah	Nevada
New Mexico	Montana		DSC
BIFC	Wyoming		WO (440)

DEACTIVATION

<u>September</u>		<u>October</u>	<u>November</u>
<u>3rd Friday</u>	<u>4th Friday</u>	<u>2nd Friday</u>	<u>1st Friday</u>
Arizona	Alaska	California	BIFC
New Mexico	Colorado	Idaho	DSC
	Montana	Oregon	WO (440)
	Wyoming	Nevada	
		Utah	

Specific (Continued)

- The following table shows distribution by offices of the Congressional add-on. Because this funding is designated primarily for equipment replacement, submit your plans separately from the regular funding plan. Orders for communications and pumper replacements must be consolidated at BIFC by October 15, 1978.

DISTRIBUTION OF ADD-ON (\$000's)

STATE	FUNDING FOR WORK-MONTHS \$000's	TRAINING \$000's	EQUIPMENT REPLACEMENT						COMMUNICATIONS UNITS	TOTAL \$000's		
			INTEGRALS			SLIPONS						
			NO.	LARGE \$000's	NO.	MEDIUM \$000's	NO.	\$000's				
ALASKA	21		1	55					200 Portables	160	236	
ARIZONA			1	55				2	40	25	120	
CALIFORNIA	21		2	110				4	80	25	236	
COLORADO								7	140	25	165	
IDAHO	42		6	330	1	45		5	100	25	542	
MONTANA	21		2	110				6	120	25	276	
NEVADA	42		2	110	6	145		5	100	25	422	
NEW MEXICO								6	120	25	145	
OREGON			1	55				15	300	25	380	
UTAH	21							9	180	25	226	
WYOMING	21							5	100	25	146	
BIFC	63	100	2	Fuelers		100		1	20	500 Units, 52 Link. Equip.	452	735
DSC	21										21	
WO	40										40	
TOTAL	313	100	17	825	7	290		65	1,300		862	3,690

INTEGRALS TO BE REPLACED

<u>STATE</u>	<u>PROPERTY #</u>
Alaska	715529
Arizona	I 096311
California	I 121550 I 121549
Idaho	I 82544 I 117016 I 96454 I 98318 I 70134 I 98234 I 111873
Montana	1967 500 gallon I 62256
Nevada	I 82470 I 82604 I 82462 I 11840 I 96618 I 70626 I 82548 I 82804
Oregon	I 70426

FY 1979 FIRE SUPPRESSION SUPPORT PERSONNEL CAPABILITY 1/

CHQ Team 2/	AK	AZ	CA	CO	ID	MT	NV	NM	OR	UT	WY	BIFC	TOTAL
Class I OH Team	2												0
Class II OH Team			1	1	1		1		1				2
Safety Officer						1				1			5
Division Boss	2		1		1	1	1		2			3	11
Sector Boss	6	3	3	1	3		3	1	6	3	3	4	36
Fire Behavior Off.		1		1		1		1		1	1		6
Air Service Off.	1						1		1			2	5
Air Service Mgr.-Heli. I	1											4	5
Air Service Mgr.-Heli. II										1		2	3
Air Service Mgr.-Airport	1											1	2
Helicopter Boss				1		1		1		1		2	6
Air Attack Boss			1		1		1			1		2	6
Commo. Off.												2	2
Mixmaster												2	2

1/ Add Departmental Team Members to allocation. Include individuals in only one position or on one team. Build redundancy into positions to insure availability. Plan on enough forces to handle 90% of the past 5 years average within state.

2/ Team Composition

CHQ	Class I	Class II	Fire Boss
Fire Manager	Line Boss	Line Boss	Fire Boss
Plans Coordinator	Plans Chief	Plans Chief	Line Boss
Service Coordinator	Service Chief	Service Chief	Plans Chief
	Finance Chief	Finance Chief	Service Chief
	Safety Chief	Safety Chief	Finance Chief
			Safety Officer

4410 - Planning for Multiple Use

1. General Component Priorities

Number one priority is to support commitments for inventory, planning, and environmental statements contained in State specifics.

a. Legal and Policy Requirements

The Federal Land Policy and Management Act (FLPMA) mandates that land and resource use decisions and actions be predicated on the basis of a sound land use plan. This requirement is also addressed in the Federal Coal Leasing Act of 1975 and the Surface Mining Control and Reclamation Act of 1977.

Use of the planning base for completion, revision, and maintenance of planning system documents to quality standards continues as a high Bureau priority.

The policy that an approved management framework plan (MFP) is a prerequisite to construction of any project is retained. The Bureau has been directed to test the preparation and filing of ESs as a part of the planning process. Several of the FY 79 planning starts are to be used for the test. The states involved are being advised separately. This test will be considered a prototype development operation. We assume all FY 80 planning starts will be under the MFP/ES concept.

Regulations for planning are being prepared under FLPMA. These should be issued during late FY 78 or early FY 79. We assume that the involved local/state government coordination required and the need for printing and publishing planning documents will add to the cost of plan preparation.

b. Special MFP Updating Program for Recently Completed Plans in Coal Areas

Departmental criteria for considering surface coal mining vs. other land uses will be issued for intensive use by late FY 78. A special review and update of the areas planned for coal leasing in recently completed MFPs will be needed to apply these criteria and to insure that the plans conform to these criteria. This updating must be completed by March of 1979 so that the resulting coal areas can be considered through the balance of the coal decision process, leading to a basis for coal leasing in 1980.

c. Strategy and Priority for Planning

Insure that a quality and coordinated planning program is maintained in accordance with both short and long term needs. See BLM Manual Section 1601.5 for further guidance.

Assigned priority as follows:

1. Complete MFPs and other planning components needed to support resource program priorities for grazing and timber ESs, consideration of coal leasing, and review of wilderness study areas.
2. Issue quality control and review procedures (reference Manual 1605.5) are in place and functioning.
3. Maintain and interpret existing plans and priority planning list (See 1601.5c).

d. Areas of Critical Environmental Concern

All FY 79 planning starts will incorporate consideration of areas of critical environmental concern. Until specific guidance is issued, use the results of the May 1-5, 1978, workshop, as summarized in the workshop report distributed to all participants.

e. Multi-Resource Inventory (Planning Oriented CJC6073)

The planning subactivity provides for funding multi-resource inventories. These inventories include socio-economic studies, opinion surveys and other multi-purpose or multi-resource inventories involving four or more subactivities (except SVIM). Traditional inventories should be funded by the benefiting resource program: e.g., range, wildlife, wilderness (Recreation), etc.

Inventories to be funded by the planning subactivity must be documented in your AWP as follows:

State _____

Activity Inventory (CJC 6073)

<u>MFP</u> <u>Name</u>	<u>PV</u> <u>Name</u>	<u>Brief Description</u> <u>of Type of Inventory</u> <u>(i.e., URA Orientation)</u>	<u>MMs to</u> <u>be used</u>
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f. Liason and Coordination with State and Local Planning
(CJC 6024)

If not already accomplished, State Offices should intensify their efforts to establish Bureau and State cooperative agreements or understandings. Summarize in the AWP narrative your current or planned Federal/State/local planning coordination activities. Highlight coordination problems or issues and Washington Office support needs in relation to Federal assistance programs, such as HUD's 701 program, Coastal Zone Management program, EPA's water (Sec. 208) and air quality management programs, and other State and local programs.

g. Planning Unit Changes

Data used in the Bureau's end-of-year reports is partially secured from information the States submit. Therefore, it is important that where changes have occurred since January 1978, the following be submitted to WO(220) no later than November 3, 1978.

1. Your State Base Map and Planning Unit Overlay; and
2. Your Planning Unit Roster (Form 1600-13).

Continuing expansion of the Bureau's information systems capability mandates greater emphasis on proper advance planning. Increasing use of data processing, remote sensing, and telecommunications capability will require substantial AWP development and coordination efforts. These directives, in conjunction with other published guidance documents, are designed to assist in this process.

The cost targets shown on the spread sheet and in the specific directives may reflect significant changes from FY 1978 levels. If so, those changes are explained in the specific directives. A potential Congressional add-on for data management has been identified. As a result, most of the identified increase has been allocated to telecommunications and equipment for the present (held in reserve in WO).

Follow general instructions concerning identification of excess or deficient cost target amounts. Do not load this subactivity with procurement plan or equipment budget items just to utilize the cost target. Any cost target in excess of your needs can be put to good use on Bureau-wide priority items.

You are urged to review the component-job code definitions in BLM Manual 1684 to insure that all appropriate work and related costs are identified and scheduled.

General Component Directives

Component 01 - Support

Program coordination and technical program direction -

- The Field Committee will meet three times. Plan time and travel on the basis of 4 days per meeting = 1/2 WM total.
- ADP Liaison meetings will be held four times. Plan time and travel on the basis of 5 days per meeting = 1 WM total. Each State should send one representative (designated ADP contact). The Service Center should plan appropriate staff support and participation based on last year's experience.
- Plan time as appropriate for your State committees assisting with Strategic Plan implementation and review and ADP development.

Planning and budgeting -

You have had Instruction Memorandum No.78-298 since June 7, 1978. In order to provide a clear indication of existing and projected information system resources, as well as basic program objectives, the documentation outlined in the IM should be submitted to WO (402) no later than one week after the due date for AWP submissions. Your procurement plan, equipment budget and AWP will be good information sources for completing these documents.

Specific attention should be given to project plans for proposed new applications and equipment. These will be used to evaluate funding and equipment acquisition requests. Items approved through the AWP process will not require a submission under Instruction Memorandum No. 76-513.

Training -

A Honeywell 66/80 computer is installed and operating at the Service Center. A 35 MM slide/tape orientation program about the computer has been prepared and distributed to the ADP contacts in each State. Provide all your employees the opportunity to see this program, preferably within the first 4 months of the fiscal year.

Various applications are being developed on the Honeywell for use via terminal access from the field. Adequate orientation and training will be essential for effective use of this tool. Program about 1 work-month per 20 employees for this general training.

The following courses are included in the training catalog. They are primarily self-paced courses with some instructor assistance available.

- Communicating with the Computer
- Honeywell 66-80 Job Control Language
- ANS COBOL Essentials

In addition, the Division of Data Processing (DSC) has a wide range of video tape courses available dealing with ADP and related subjects.

Component 05 - Telecommunications

Review the definitions of the jobs applicable to this component. Include work-months as appropriate for your level of effort in telecommunications work associated with data processing or remote sensing. (See 4800 - Program Services - for instructions concerning standard commercial telephone service and Bureau radio network. See 4620 for telecommunications and radio network associated with emergency fire operations.)

The telecommunications equipment and network installed during FY 1978, and additions during FY 1979, will be planned, maintained and funded through DSC. This network includes:

- the multiplexor in each State Office
- dedicated land lines to Denver or to District Offices
- modems, where installed now or in FY 1979.

You are responsible for funding any local service within your offices for connecting terminals to modems or the multiplexor and for any dial-up service you use.

Each State should plan approximately one work-month of time for participating in development and/or review of telecommunications network requirements and plans.

Component 06 - Automated Data Processing

Review the definition of this component and associated jobs. Include in your AWP appropriate work-months and costs as these definitions apply to your State or Office. Make the distinction between this component and component 61, Strategic Plan.

A problem area identified last year was the funding of contracts for computer time to run specific programs, such as: VIEW-IT for wilderness inventory; route analysis for roads and power lines; DYRAM for social-Economic Analysis; specific programs for EIS work. Such contracts are properly procurement plan items and are chargeable to the benefiting subactivity, project or ES. They should be portrayed on the documents required by Instruction Memorandum No.78-298, including the subactivity involved.

If you have a problem deciding where an ADP-related cost should be programmed, discuss it with the WO Information Systems staff.

Equipment acquisition, maintenance and operation -

Substantial ADP and data communications equipment will be acquired during FY 1979 in support of Strategic Plan Implementation Trial Project, Mining Claim Recordation, and other programs. In order to provide maximum effective coordination, the following guidelines have been established:

1. Procurement of ADP equipment will be accomplished by the Service Center as follows:

- A. The AWP directives give the preliminary configuration of ADP equipment proposed for each State.
- B. The States will request whatever equipment they use as required over and above the initial configuration.
- C. Funding for the initial complement of data processing equipment in State and district offices will be provided through DSC. These funds have come from reallocation of base cost targets and/or program increases.
- D. Maintenance costs will be handled in the same manner as acquisition costs in C.

Centralized procurement by DSC will produce maximum results for dollars spent and reduce the impact and workload on State Offices.

- 2. Offices which will receive ADP equipment must prepare an installation plan and make preliminary arrangements, covering at least these items:

- A. Space must be available and prepared (power supply, adequate cooling, local phone lines, etc.). Details, including a typical layout, are available from the Division of Data Processing, DSC.
- B. Personnel must be available for operation of the equipment. The proposed State Office configuration will require 1 or 2 system support personnel. Funding can currently be provided for such positions, but head count is not available at this time.
- C. A certain amount of operator and user training will be required when the equipment is accepted.

- 3. These initial configurations are proposed:

- A. State Offices. The following equipment will be acquired for each State Office to be equipped.

- Minicomputer (Data General Eclipse 330 or equivalent) with:

- 1 Graphics Terminal
- 1 Control Terminal
- 1 Digitizer
- 1 Plotter
- Graphics Software
- Training Support

- 1 Digitizer
- 3 Graphics Terminals
- 4 CRT Terminals With Printers
- 2 Portable Printing Terminals

The cost of this equipment configuration will be approximately \$400,000.

- B. District Office. The following equipment will be acquired for each District Office to be equipped.

- 1 Data Tablet
- 1 Graphics Terminal
- 2 CRT Terminal With Printers
- 1 portable Printing Terminal

The cost of this equipment will be approximately \$38,000.

4. The priority for acquisition of field level ADP equipment is as follows:

1. New Mexico - State Office
2. Wyoming - State Office
3. Oregon - District Offices
4. Montana - State Office
5. Utah - State Office
6. Colorado - State Office
7. Nevada - State Office
8. Idaho - State Office
9. Arizona - State Office
10. Eastern States Office
11. California - State Office
12. District Offices in each State in the following order:
California, New Mexico, Wyoming, Montana, Utah, Colorado,
Nevada, Idaho, and Arizona.

5. Progress in equipment acquisition will be dependent upon reallocation of base funds and budget increases. The present estimate will allow acquisition during FY 1979 through priority (2) from base funding. Those States included should plan space for equipment and personnel for operations. The configurations in (3) above represent the desired level. If equipment already exists at a particular level, it is not necessary to procure duplicate pieces.

If the Congressional add-on materializes, additional cost target will be allocated to those States involved for site preparation. These funds are being held in reserve in the WO.

Component 61 - Strategic Plan

Detailed Requirements Definition

1. Case Management - Utilization Management

A decision has been made to proceed with this DRD instead of MFP-ES. A matrix is being provided by separate instruction memorandum outlining by program area, what is involved in these application packages. Necessary skill types are also identified within each program.

Plan on the basis of 3 work-months per State and 1 work-month per OCS Office. Complete the matrix for your State by inserting the work-months by skill type you can provide. Provide the information in increments of 0.5 (one-half) work-months. Submit the matrix with your AWP submission.

The DRD work teams will be convened in Denver. Plan travel accordingly. The field input will be required between November 1, and February 28, 1979.

2. Field Review of User Requirements - Case and Utilization Management

Plan on participating in a management review of the Case and Utilization User Requirement Specifications. This exercise will be similar to the one used for Resource Inventory. Designated individuals will participate in an introductory session and then will lead the in-State team doing the actual review.

Plan one work-month per State for the team leader session (three team leaders for one week).

Plan three work-months per State for the in-State review teams (three teams of 4 people plus team leader for one week).

The team leader session and in-State review should take place during June 1979.

System Design -

Plan one work-month per State for staff support to the Field Committee member in reviewing systems design products for land and Survey Records and the first increment of Resource Inventory.

Component 62 - Remote Sensing

Include in your AWP any on-going or planned activity that is properly identified with the subactivity and component. As in Data Processing (Component 6), contracts for specific products, i.e., aerial photos, satellite imagery, color IR, etc., should be shown in your procurement plan and are chargeable to the subactivity that is generating the need for the products. Include this kind of information on the documentation called for by Instruction Memorandum No. 78-298, as appropriate.

See the State specific directives for input to the Application Systems Verification Test and other approved Remote Sensing projects.

4500 - CADASTRAL SURVEY
4950 - CADASTRAL SURVEY (REIMBURSABLE)
7110 - CADASTRAL SURVEY (PRIVATE FUNDS - OMITTED LANDS)
7130 - CADASTRAL SURVEY (PRIVATE FUNDS - PUBLIC SURVEYS)
9800 - CADASTRAL SURVEY (FOREST SERVICE TRANSFER FUNDS)

General

- A. The SCD and SD's will prepare a separate annual operation schedule (same format as in the past) for each of the following subactivities: 4510, 4520, 4530, 4950, 7110, 7130, and 9800, as appropriate to that office.
- B. Cost targets are furnished for activities 4500 and 9800. Work planned for the Forest Service under 4530 should not exceed 20 percent of each total cost target for 4500. Exceptions may be made by Director (420) with adequate justification if the Bureauwide total will not exceed the 20 percent limitation provided for to the FS/BLM Memorandum of Understanding.
- C. Continue narrative identification of incomplete survey projects which were started prior to October 1975. Describe the nature of the problems encountered in these backlog projects and your specific plans for completing them within 5 years.
- D. Place orders for standard monuments by January 15, 1979 to SCD for consolidated purchase. Refer to Instruction Memorandum No. 76-635 for aluminum monuments.
- E. Refer to Instruction Memorandums DSC 77-64 and WO 78-256 for guidance in obtaining use of equipment from the SC cadastral equipment cache. First priority is for cadastral surveys, second for other BLM activities, and third for non-BLM needs.
- F. Request for cadastral surveys from other Federal agencies in those states not included in the Federal rectangular system of surveys must be approved in advance by Director (420).
- G. As appropriate, notify SCD (D-800) that reimbursable accounts are not to be closed out until the surveys have been accepted, approved, and filed in the proper SO (without protest or litigation).
- H. SO's may undertake reimbursable surveys for other agencies if the necessary personnel are available and the SC is not in a position to perform the work in a timely manner. However, SO's must obtain advance written approval from Director (420) before accepting reimbursable survey projects.

- I. FY 1979 acquisitions for the Cadastral Equipment Cache will be identified in the specific directives to SCD (D-520).
- J. Program increases in the form of Congressional Add-ons in activity 4500 have been distributed as required and are specifically identified to resolve land tenure and trespass problems.
- K. SO's in the contiguous states having large-scale survey project needs may submit requests for the Alaska SO Auto-Surveyor use during the winter months. However, the requesting office must assume all costs of the project.

4700 - ADMINISTRATION AND LAW ENFORCEMENT

Law Enforcement

- Training

- Plan to send all law enforcement personnel to 40 hours of inservice law enforcement training as required by DM-446. The specific training may be selected by each State in relationship to the specific law enforcement problems of that State. The EEO/Affirmative Action course in the FY 1979 training catalog is not mandatory but is recommended for all law enforcement personnel of GS-11 or higher.

- Contracts and Cooperative Agreements

- All available funding over work-month, training, and equipment costs should be committed to contracts and cooperative agreements with local law enforcement agencies. The District Law Enforcement Analysis is to be used as the principle means of identifying priority areas for contracts and cooperative agreements.

General

Component 03 - Administrative Operations (Cartography)

- A. Each State and OCS office will identify its requirements for standard mapping in FY 1979 and submit these requirements with the AWP.
- B. Each State and OCS office will identify special mapping requirements for engineering and resource management activities. This includes procurement of aerial photography, establishment of geodetic and/or photogrammetric control, photogrammetric compilation, and EIS graphics with the required work-months and funding. List both in-house efforts and those requirements for the Service Center (SC) support. In the case of items requiring SC support above the SC's programmatic capability, furnish work-month and cost estimate, developed in coordination with the SC.

Component 05 - Telecommunications

The annual Departmental Communication Workshop has not yet been announced. We are aware that present and future changes have caused a critical need for the lead electronics personnel to meet and discuss optimum methods of supplying changing communication requirements.

You will be notified by instruction memorandum of the date and meeting location when information is available.

Planned attendance should be restricted to comply with travel ceilings.

Environmental Education

- A. Objectives of the Bureau's environmental education programs are to:
 - (1) help the public develop sense, and understanding attitudes toward man's environment;
 - (2) help the public develop an understanding of environmental considerations associated with effective multiple use management on public lands;
 - (3) motivate the public to participate in the planning and decision making process; and
 - (4) respond to public request for environmental education programs and sites.

For FY 1979, State Directors are encouraged to establish State and/or district environmental education/awareness coordination positions in those offices lacking such positions. Part-time positions should be considered where it is not practicable at this time to establish full time coordinator positions.

B. Environmental education/awareness coordinator positions should be used for: (1) development of environmental education/awareness programs designed to meet State and District needs; (2) provide input to Unit Resource Analyses and Management Framework Plans as described in BLM Manual Section 6129; (3) development of environmental education/awareness programs for use by educators and the general public; (4) development of environmental education areas where possible, using the resources available from the Youth Conservation Corps and Young Adult Conservation Corps programs; and (5) coordination of BLM programs with other Federal, State, and local resource and education agencies. Cost associated with the above work should be reported under subactivity 4800, component/job code 0319.

C. Special emphasis should be given to environmental education/awareness programs which will help increase public interest, knowledge, awareness and participation in Bureau programs.

Environmental Education/Awareness Target Groups and Programs are addressed in BLM Manual Section 6129.

5100 - EXPENSES - RIGHT-OF-WAY PROCESSING

Submit with your AWP a list of those projects which you have applications for. Continue furnishing a brief statement on all new proposals for energy related projects which will require rights-of-way which may have either a direct or indirect impact on public lands.

Submit with your AWP a list of projects on which negotiations are now being conducted, and applications for rights-of-way are expected in the future.

Prepare your 5100 AWP based only on applications you now have or those that are definitely in the negotiation stage that you will receive applications for in the near future.

Give careful attention to accurate coding of time and costs to appropriate components, job codes, and proper project numbers by all personnel participating in these actions.

NOTE: Wilderness inventory and related work in support of ES's and EAR's for rights-of-way will be accomplished with wilderness funds. Work will be charged to 4330, Component 48 and the appropriate job(s). Do not charge 5100 for wilderness inventory work.

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- B. Identify using the following format, needs beyond the funding capability identified in the State specific Directives that could be used in FY 1979.

ES Area/No. AMP	AMP Impl. Outside ES Areas	Other (Maint.)

4. Cost Target

Section 401(b)(1) of FLPMA requires that at least one-half of the grazing receipts be returned to the District from which derived. The State cost targets include 50% of the actual FY 1977 receipts. The distribution of these receipts to the Districts should be similar to the distribution of the minimum cost target (50%) identified in Instruction Memorandum No. 78-53 (FY 1978 AWP approval). The cost targets will be adjusted once the actual receipts for FY 1978 are known and the FY 1978 carryover has been calculated.

The remaining 50% of the receipts are being allocated to States for implementation of AMPs in areas where grazing ESs have been completed. Refer to specific State Directives for detailed information on the amount and distribution of these funds.

9200 - RECREATION DEVELOPMENT AND OPERATIONS

1. General

These funds may be used for any authorized outdoor recreation function of the Bureau provided that no more than 40 percent of your allocation may be used for fee collection-related expenses. FY 1979 cost targets reflect actual collections for the first 10 months of FY 1978. When the AWP's are approved, cost targets will be adjusted to include any carry-over from FY 1978 and collections made during the last 2 months of FY 1978.

2. Priorities. The priority for using these funds are (in descending order):

1. Use supervision in sites/areas where funds were generated.
2. Projects which directly improve the quality of recreation experiences in the areas where funds were generated.
3. Use supervision in critical use areas where fees are not collected.
4. Operation of sites/areas where funds were generated.

3. Proposed Program. Provide, in your AWP submission, the following information for each site/area to receive 9200 funds.

<u>Site/Area Name</u>	<u>(\$000's)</u>	<u>Type of Work to be Accomplished</u>
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General

- A. In FY 1979 the Bureau will initiate under the authority of FLPMA, a recreation land acquisition program. Funds have been appropriated from the LWCF for this purpose. It is of the utmost importance that the States move ahead aggressively in FY 1979 in the acquisition of the tracts identified in the State/Office Specific Directives. Every effort must be made to acquire these tracts in FY 1979.
- B. All land easement acquisition are a part of the Bureau's procurement program under the new financial management system. As in the past, all acquisitions must be submitted on the Land and Easement Acquisition Worksheet (Form 1680-15). The acquisitions must be shown on the Procurement Plan (Form 1680-5). To complete the Procurement Plan (Form 1680-5) the estimated settlement cost (easement price) must be separated from the direct acquisition cost, which includes WM costs and is shown in Column 11, Land and Easement Acquisition Worksheet (Form 1680-15). Each planned acquisition must be entered, by project or grantor, on Form 1680-5 along with the estimated settlement price. If the project name is used, the number of acquisitions should be included in column 10, Form 1680-5 after the project name and the cost (column 17) should reflect the total settlement price of all acquisitions. The procurement type to be used in completing Column 8 of Form 1680-5 is NO6 non-competitive, less than \$100,000 or NO5, non-competitive more than \$100,000.
- C. Any additional acquisition costs in excess of the cost targets shown in the specific directives must be approved by the Director (510) and (460). Additions must be justified in programmatic terms. The same requirements apply to any proposed substitutions or revisions in the lists submitted with your AWP's.
- D. In order to provide for fund accountability project numbers will be used for all 9400 costs associated with the following projects:

<u>Project Number</u>	<u>Project Area</u>
LW01	Case Mountain - California
LW02	Powderhorn - Colorado
LW03	Ruby Mountain/Browns Canyon - Colorado
LW04	Aguirre Springs - New Mexico
LW05	Chama River - New Mexico

All personnel, regardless of State or Office, must use the respective project number when coding time and other costs against these projects in subactivity 9400.

ALASKA

Table of Organization

- Your T/O for FY 1979 is 527.
- Your EOY other-than-permanent full-time position ceiling is 397.
- See General Directives for instructions concerning organization and position control.

OPS Items

- Continue land title transfers, as required by the Alaska Native Claims Settlement Act (ANCSA).
- Complete one (1) wilderness "instant" study area report.
- Identify and inventory habitats of two (2) federally listed threatened or endangered species in response to Secretary of the Interior's assigned initiative.
- Implement two (2) Sikes Act habitat management plan (HMP) in cooperation with the State wildlife management agency.

Planning/Environmental Schedule

Geographic Area

<u>Name</u>	<u>FY 1979</u>	<u>FY 1980</u>
NPRA	Continue	Complete
USGS Support	ES	ES
Greely	Complete	
DOD	ES	
Richardson	Complete	
DOD	ES	
Wainwright	Complete	
DOD	ES	

Wilderness "Instant" Study Areas

Halibut Cove	Complete <u>1/</u> Report
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1/ Assumed to be "instant" study area without wilderness potential.

ALASKA

Evaluation

- Plan to support the Washington Office conducted Management Services functional evaluation scheduled for August 20-31, 1979. The team will visit the Anchorage and Fairbanks District Offices.
- Plan to support the Washington Office conducted Technical Services Evaluation scheduled for October 23 - November 3, 1978. The team will visit the Anchorage and Fairbanks District Offices.
- Plan for the Associate State Director to serve as a team member on the Colorado GME scheduled for March 26 through April 6, 1979.
- Plan for the State Office Employee Development Specialist to serve as a member of the Oregon GME team. The GME is scheduled for October 16-27, 1978.
- Plan to support the Evaluation Training Course scheduled for Alaska, October 5-6, 1978.

Equal Employment Opportunity

Program for:

- Commitment of two positions for the Upward Mobility Program.
- 10 work-months for Cooperative Education Agreement students.
- 1 District Office EEO Seminar.

2110 - Building Construction

- Fire support facilities should reflect those project requirements of the Normal Fire Year Plan.
- Your cost targets are:

01 - Support

None

80 - Construction Operations

Fairbanks D.O. Complex - Phase II, Multifacilities
Building Design - Project No. 0200

\$361,000

COST TARGET

\$361,000

ALASKA

2120 - Recreation Construction

- Your cost targets are:

01 - Support

None

80 - Construction Operations

Paxson Lake Campground Phase II - Project No. 0380 \$ 85,000

COST TARGET \$ 85,000

2210 - Building Maintenance

- Your cost target includes a one-time \$70.0 add-on to be used for major roof repair, installation of vapor barriers, and rewiring of facilities not up to standards. This increase should also be used to generally upgrade the level of maintenance on all facilities.

2220 - Recreation Maintenance

- Your cost target includes \$66,500 for Ft. Egbert protection and stabilization.
- Your cost target includes a one-time \$142.0 add-on to be used as follows:

Replace 8 pit toilets with sealed vaults	\$96,000
Access road maintenance to Paxson Lake Site	9,000
Renovate 25 family units	37,000

- Details and Instructor Assignments

Mr. Ken Rupp has been selected to consolidated State Office Maintenance packages. He is to plan on spending 1 week in WO Division of Engineering sometime during the first half of FY 1979. Travel and per diem will be paid for by the WO, Division of Engineering.

- Construction and Maintenance Assistance Scheduled (DSC)

During FY 1979, the Service Center is planning to assist you with the projects listed below and shown in the Service Center's Specific Directives. They will contact you on project scheduling and information to be submitted for providing this assistance.

ALASKA

<u>Activity</u>	<u>Project Name</u>	<u>Remarks</u>
2110	Fairbanks D.O. Complex	Multifacilities Bldg. - A&E Review
2210	Facility Maintenance Study	- Study to determine most economical means of maintenance inhouse vs. contract
2120	Paxson Lake C.G. - Phase II	- Design Review - water and sanitary system
2110	Site Planning Assistance	- Site plans for Tanacross and Galena

4210 - Lands and Realty Operations

Specific

- Your highest priority work is the conveyance of lands under the Alaska Native Claim Settlement Act (ANCSA). Meeting the goal of conveying 30 million acres by the end of FY 1981 will require the conveyance of 6.6 million acres during FY 1979.
- Process State Selection applications with the intent of conveying remaining entitlement by 1989.
- Without detracting from ANCSA priorities, process Native allotments and private settlement claims simultaneously with the easement identification process on Native selections.

Congressional Add-on

Component 31 ANCSA

An increase of \$875,000 is provided to meet the commitment of 6.6 million acres of ANCSA conveyance during FY 1979 to reach 30 million acres by the end of FY 1981 while to processing State selections, Native allotments, and private claims at a proportionally increased rate. The conveyance of 6.6 million acres in FY 1979 is an OPS commitment.

ALASKA

4310 - Forest Management

- Your cost target includes \$10,000 for forest inventory in cooperation with the Forest Service.
- Continue to meet local demand for minor forest products.

4330 - Recreation Management

Component 45 - Cultural Resource Management

- Interim Management - your cost target includes a one-time allocation of \$23,000 for the following work:
 - \$15,000 to complete New Beach salvage project.
 - \$8,000 for detailed recordation of the North Fork (40-mile) Cabin.

Component 47 - Natural History Resource Management

- Add-on funding of \$12,000 is provided for coordination and planning for protection of research natural areas.

Component 48 - Wilderness Management

- Your cost target for wilderness is being held in the WO pending interpretation of the restriction on wilderness work in Alaska.

Components 49/50/51 - Recreation Management

- Add on Funding
 - \$40,000 is provided for implementaiton of the special recreation permit regulations.
 - \$80,000 is provided for final ORV designation of at least 700,000 acres including critical portions of the Tangle Lakes area.

ALASKA

4340 - Soil, Water, and Air Management

- Emphasize development and implementation of your Water Resources Program.
- Begin to investigate water rights and take necessary action to protect Bureau needs, especially on instream flow quantification.
- Expand baseline water quality and snow survey inventory.
- Initiate implementation of the proposed placer mining study and coordinate with D-350.
- Expand cooperative agreements with the State on 208/404 activities.
- Complete the threatened and endangered plant handbook through contract or interagency agreement. Train field personnel in the use of the handbook.
- One-time cost target increases include:
 - \$52,000 to hire two WAE Hydrologists to assist in the water program of Alaska. No end of year ceiling is provided for these two positions.

4350 - Wildlife Habitat Management

OPS Items

- Your cost target includes a one-time increase of \$60,000 for identification and inventory of the following threatened or endangered species:

Arctic peregrine falcon
Aleutian Canada goose

- Implement the following Sikes Act habitat management plans (HMPs) with the one-time cost target increases indicated:

<u>Name</u>	<u>Funding</u>
Portage (PAWP)	\$17,000
Middle Yukon (Add-ons)	20,000

Other Items

- For all components refer to Wildlife Habitat Management General Directives.

ALASKA

- (4) Coordinate and present one test course for Fire Business Management, S-260 using qualified trainees and instructors from your State. Course should be scheduled during period of April or May. Coordinate scheduling with BIFC by January 1, 1979, and submit evaluation results by June 15, 1979.

3. Course Presentation

Provide qualified instructors as outlined in NIFQS Handbook for the courses to be conducted at BIFC and NITC as follows:

Qualified Instructor, M-410	2/12-16/79 - 3/27-29/79
Service Chief, S-450	3/5-9/79 - 3 days cadre meeting (backup)
Plans Chief	3/19-23/79
Line Manager with Aviation Safety/Management Experience	
Aviation Safety/Management	2/30-3/1/79
Experienced Command/Training Person	
Fire Generalship/Command	11/20-12/8/79

Allow 5 WM's for correcting historic fire report runs.

One-time cost target increases include:

- \$20,000 to fund Forest Service Equipment Projects (\$5,000 for Project No. 1440, Smokejumper Technical Services; \$5,000 for Project no. 2545, Steerable Parachute; \$5,000 for Project No. 2659, Smokejumper and Cargo Static Lines and Cables; and \$5,000 for Smokejumper Aircraft Evaluation).
- \$88,000 for trailers at outlying fire stations.
- \$4,000 for conversion of a slide tape program.

Support the fire related technology WAR's from your base. (See DSC's specific advices.)

Coordinate building construction for permanent or temporary facilities with Engineering in the State Office and the revised Normal Fire Year Plan.

WO detail for Manual update

ALASKA

4410 - Planning

- Your cost target has been adjusted as follows:

- \$89,000 transfer of Pet 4 Funds to WO for distribution to other agencies.

+ \$40,000 adjusted 4800 (Pet 4).

4420 - Data Management

- Your FY 1979 Base cost target contains an increase of \$6,000 for maintenance of the Data General Eclipse after the warranty period expires and for other miscellaneous maintenance costs associated with new equipment procured during FY 1978.
- Your cost target also includes a one-time increase of \$30,000 for purchase of an additional disk drive for the Data General. If you find this additional storage is unnecessary, do not divert these funds to other uses. They are needed elsewhere.

FY 1979 Base	\$934,000
Base Increase	+ 6,000
One-time add-on	<u>+30,000</u>

FY 1979 Cost Target	\$970,000
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- Written procedures concerning graphics software development work will be finalized before October 1. Include in your AWP the resources necessary to utilize the prescribed procedures.

Component 61

See General Directives.

4500 - Cadastral Survey

- Be prepared to respond to other SO requests for off-season auto-surveyor projects. Base your total commitment to 100 crew days per system for such work, with all costs except salaries of Alaska personnel to be borne by requesting office. Assume California seven township project deferred from FY 1978 will have high priority if again requested by that office. See also General Directives.
- Prepare plans to again assist the New Mexico SO survey efforts along the Rio Grande, as requested, during the off-season in Alaska.

ALASKA

4800 - Program Services

- Cost target reduced by \$40,000 in order to increase planning.

Component 03 - Administrative Operations - Cartography

Consider Scheduling one attendee to the Coastal Zone Mapping, Surveying and Management Symposium to be held in New York, New York, May 1979.

9800 - Cadastral Survey

- Your \$50,000 cost target is to be used for contracting the posting and marking of boundaries.

ARIZONA

Table of Organization

- Your T/O for FY 1979 is 253.
- Your EOY other-than permanent full-time (OPFT) position ceiling is 146.
- See General Directives for instruction concerning organization and manpower.

Operation Planning System (OPS)

- Your OPS objectives are to:
 - Complete soils, vegetation, and wildlife inventories for one (1) range environmental statement (ES) scheduled for completion in FY 1981, and initiate inventories for one (1) ES scheduled in FY 1982.
 - Complete the preparation of one (1) grazing ES.
 - Implement allotment management plans (AMP) covered by the two (2) final grazing ES's.
 - Complete ES and final report on one (1) wilderness "instant" study area.
 - Identify and inventory habitats of ten (10) federally listed threatened or endangered species on public lands.
 - Implement three (3) Sikes Act habitat management plans (HMP) in cooperation with the State wildlife management agency.
 - Complete accelerated wilderness inventory, up to but not including the 90-day public comment period, on all non-"instant" study areas.

ARIZONAPlanning/Environmental Schedule

<u>Geographic Area Name</u>	<u>Acres (Million)</u>	<u>FY 1979</u>	<u>FY 1980</u>	<u>FY 1981</u>	<u>FY 1982</u>
San Simon	1.346	Implement Plans	Implement Plans	Implement Plans	Implement Plans
Cerbat- Black Mountain	1.200	Implement Plans	Implement Plans	Implement Plans	Implement Plans
Vermillion	1.340	Complete ES (Grazing)	Implement Plans	Implement Plans	Implement Plans
Haulapai- Aquarius	0.943	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)	Implement Plans
Shivwits	1.397	Initiate ES (Grazing)	Complete ES (Grazing)	Implement Plans	Implement Plans
Harcuvar- Vulture	1.461	Initiate Inventories	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)
"Instant" Wilderness Study Areas	119.453				
(Aravaipa Canyon)		Complete ES/Report			
(Paria Canyon)		Complete URA/MFP	Complete ES/Report		
(Big Sage)		Complete URA/MFP	Complete ES/Report		
(Turbinella & Gambel Oak)		Complete URA/MFP	Complete ES/Report		
(Vermillion Cliffs)		Complete URA/MFP	Complete ES/Report		
(Paiute)		Complete URA/MFP	Complete ES/Report		
Luke AFB DOD		Complete ES (Lands)			
Crossman Peak		Start ES (Lands)	Complete ES		

5100 - Expenses, ROW Processing

Palo Verde	Complete ES
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ARIZONA

Evaluation

Plan to have the Associate State Director serve as a team member on the Wyoming GME scheduled for June 4-15, 1979.

Equal Employment Opportunity

Plan for:

- Commitment of two positions for the Upward Mobility Program.
- 10 work-months for Cooperative Education Agreement students.
- 2 District Office EEO Seminars.
- Attendance of Hispanic Employment Program Coordinator at national and/or regional IMAGE, LULAC, or American GI Forum conference.

Phoenix Training Center

Funding for the Training Center is displayed below. The funding by subactivity is included in the respective subactivity cost targets. Travel is also included in the State travel ceiling.

<u>Subactivity</u>	<u>Funding</u>	<u>Work-Month</u>	<u>Travel Ceiling</u>
4110	\$120,000	70	\$ 25,000
4130	240,000	100	125,000
4210	305,000	150	125,000
4320	<u>170,000</u>	<u>80</u>	<u>75,000</u>
Total	\$835,000	400	\$350,000

The above table include the following:

- A. Travel and per diem for instructors and trainees, plus trainee work-months, for the equivalent of two sessions each of Courses 2000-1 and 3000-1 and one session (January-April, 1979) of Course 4000-1. (Note: The sponsoring States will pay travel, per diem, and work-months for their trainees for the first session (July 19 - November 3, 1978) of the Beginning Renewable Resources (pilot Range project) Course 4000-2.
- B. Instructor travel and per diem for Courses 2000-2/3000-2, 2000-4, 2000-5/3000-5, 2000-7/3000-7, 2000-8/3000-8, 2000-9, 3000-3, 4000-2, 4000-4.
- C. Staff travel, per diem, work-months, equipment, temporary space, materials, and supplies.

ARIZONA

2110 - Building Construction

- Fire support facilities should reflect those project requirements of the Normal Fire Year Plan.

- Your cost target are:

01 - Support \$ 3,000

80 - Construction Operations

Black Rock Mountain Fire Lookout, Project No. 0112	76,000
Communication Site Buildings	<u>20,000</u>

COST TARGET	<u>\$ 99,000</u>
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- Detail Assignments

Mr. Ken Hanson has been selected to participate in a WO WAR on the Maintenance and Safety of Dams. The detail will last 2 weeks and will begin in the fall of 1978. Travel and per diem will be paid by the State Office.

Mr. Bob Jones has been selected to participate in the WO WAR to develop Transportation Inventory procedures. The detail will last 2 weeks. Travel and per diem will be paid by the WO Division of Engineering.

2120 - Recreation Construction

- Your cost targets are:

01 - Support

None

80 - Construction Operations

Senator Wash Recreation Complex - External	
Electrical Power - Project No. 0501	<u>\$ 8,000</u>

COST TARGET	<u>\$ 8,000</u>
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ARIZONA

2130 - Transportation Construction

-01 - Support

General (9999)	\$ 20,000
Project Support	3,000
Sign Shop (0909) (an additional \$30,000 is available from 6130)	81,000
	<hr/>
Subtotal	\$104,000

-82 - Roads

Black Rock Road Construction (0103)	\$342,000
Quail Hill Road S&D (0123)	17,000
	<hr/>
Subtotal	\$359,000
COST TARGET	<u>\$463,000</u>

2140 - Acquisition

- Your cost target has been increased to \$20,000 to accelerate your acquisition program on your highest priority areas.

2210 - Building Maintenance

- Your cost target includes a \$10.0 increase to be used to upgrade the level of maintenance on existing facilities.

Construction and Maintenance Assistance Scheduled (DSC)

- During FY 1979, the Service Center is planning to assist you with the projects listed below and shown in the Service Center's Specific Directives. They will contact you on project scheduling and information to be submitted for providing this assistance .

<u>Activity</u>	<u>Project Name</u>	<u>Remarks</u>
2110	Black Rock Mountain Lookout	Design - Consider adapting USFS design.

ARIZONA

4210 - Lands and Realty Operations

General

- Your cost target is increased \$70,000 for, road rights-of-way \$11,000; Claude Mayfield transfer \$19,000; and \$40,000 to offset increase given to L&M School.

Congressional Add-ons

Component 31 - Non-Energy Related Realty

Non-Energy Related Realty - your cost target is increased by \$54,000 to implement the Hassayama Trespass abatement program.

Component 36 - Mining Claim Recordation

Mining Claim Recordation - your cost target is increased by \$130,000 to provide additional capability to record all new mining claims within 90-days of location and record all old mining claims by October 21, 1979 as required by FLPMA.

With this increase your revised base is \$170,000.

4310 - Forest Management

Continue to meet local demand for minor forest products.

4320 - Range Management

The following items are first priority; all are OPS objectives except the last.

<u>Area Name</u>	<u>Action</u>
Vermillion	- Complete ES
Shivwits -	- Initiate ES
Hualapai - Aquarius	- Complete inventory 943,000 Acres
Harcuvar - Vulture	- Initiate inventory 1,161,000 acres
San Simon	- Implement AMP's
Cerbat-Black Mountain	- Implement AMP's
Alamo-Trigo Mountain	- Reduce wild horse and burro numbers where resource damage is occurring

ARIZONA

Congressional Add-on (one-time)

Component 43 - Wild Horse and Burro Management

- \$123,000 for capture, disposal and management

Component 44 - Grazing Management

- \$89,000 for inventory and supervision
- \$100,000 for supervision and administration (assumes reprogramming from soil and water inventory add-on)

4330 - Recreation Management

Component 45 - Cultural Resource Management

- Interim Management. Your cost target includes a one-time allocation of \$58,000 for the following work:
 - \$24,000 for patrol/surveillance and emergency protection for Antelope Cave.
 - \$5,000 for limited salvage of the Hardscrabble Wash Site.
 - \$5,000 for barriers and signing of the Anderson Rockshelters.
 - \$7,000 for interim stabilization of the Harquahala Peak Observatory.
 - \$2,000 for fence repair of Homolovi Ruin.
 - \$10,000 for patrol/surveillance of critical cultural resources in the Safford District.
 - \$5,000 for preparation of management plans for Blythe and Ripley Intaglios.
- Add-on Funding. \$50,000 is provided for Class II inventory for the Hualapai/Aquarius/Havasupai and/or Hualapai/Vulture URA efforts.

Component 47 - Natural History Resource Management

- Add on Funding \$8,000 is provided for protection of Hualapai Valley National Natural Landmark.

ARIZONA

Component 48 - Wilderness Management

- Submit completed reports to the Director (370) for the following "instant" study area by the dates indicated: Aravarpa Canyon (July 1979), Paiute (December 1979), Turbinella/Gamble Oak (December 1979). Consider combining Paiute, Turbinella/Bamble Oak, and Virgin Mountain (Nevada) into one ES effort.
- Your cost target for wilderness reduced by \$99,000 to fund a Bureau-wide regional analysis and 4800/leave adjustment is \$595,000.

Components 49/50/51 - Recreation Management

Add-on Funding

- \$15,000 is provided for implementation of the special recreation permit regulations.
- \$185,000 is provided for fund ORV designation of at least 940,000 acres including Ripley Intaglios, Blythe Intaglios, and the Havasu planning area.

4340 - Soil, Water, and Air Management

- \$87,000 is permanently reduced from your base due to Bureauwide readjustments made for Range ES inventories.
- Emphasize water uses and needs inventory for water rights adjudications.
- Emphasize development of a comprehensive water inventory.
- Install surface and water quality gages on Aravaipa Creek.
- Install precipitation gages on Arizona Strip District - 4
Phoenix District - 4
Safford District - 3
Yuma District - 2
- Complete, early in FY 1979, the preliminary work necessary for making construction decisions on the San Simon Valley restoration project.
- One-time cost target increases includes:
 - \$150,000 to conduct soil inventories for the Range ES Areas
 - \$110,000 for Whitlock Dam Maintenance

ARIZONA

- Congressional Add-on of \$94,000 to conduct inventories for the FY 1981 and 1982 Range Environmental Statement areas.
- Congressional Add-on of \$1,600,000 for the San Simon basin.

4350 - Wildlife Habitat Management

OPS Items:

- Your cost target includes \$213,000 to conduct wildlife inventories to meet your Planning/ES schedule, and is comprised of the following adjustments:

\$ 98,000 - PAWP inventory increase (one-time)
115,000 - Base capability - inventories

\$213,000 - Adjusted inventory capability

- Implement the following Sikes Act habitat management plans (HMP's) with the one-time cost target increases indicated:

<u>Name</u>	<u>Funding</u>
Mountain Trumbull (PAWP)	\$105,000
Black Mountain (Add-on)	50,000
Buckskin Mountain/Cactus Plains (Add-on)	50,000

- Your cost target includes a one-time increase of \$200,000 for identification and inventory of the following threatened or endangered species:

American Peregrine falcon	Humpback chub
Bald Eagle	Masked bobwhite
California brown pelicans	Mexican duck
California least tern	Sonoran pronghorn
Gila topminnow	Yuma clapper rail

Other Items

- For all components refer to wildlife habitat management General Directives.
- Your cost target includes \$40,000 to initiate mandatory consultation with FWS and NMFS as required by Section 7 regulations of the Endangered Species Act.

ARIZONA

4360 - Fire Management

- Provide the following assistance in fire training.
 - Development
 - 1. Interagency Fire Training Evaluation System.
 - A. (1 WM) Review Draft Position Standards documents for all NIFQS positions. Review period, March through June 1979. Documents should be reviewed by personnel qualified in the position.
 - B. Provide Larry Powell (1/2 WM) as a member of the Interagency Fire Training Evaluation System Steering Committee.
 - 2. Course Development
 - A. Finance Chief, S-460 and Fire Business Management, S-260, (1/2 WM). Review Fire Business Management, S-260. Review period, June through September 1979. Qualified Finance Chief and AO's should review.
 - B. (1 WM) Review and evaluate Tanker Boss, S-214. Review period, October 1978 through February 1979.
- Allow 1 WM for correcting historic fire report runs.
- One-time cost target increases includes:
 - \$15,000 for truck modification
 - \$4,000 for roll bars

4410 - Planning

60 - Multiple Use Resource Planning

Update/revise those URA/MFPs that will be during the preparation of the Shivwits Grazing Environmental Statement which is scheduled to be prepared during FY 1980. Also update/revise that part of those URA/MFPs which will be used to evaluate the Halibut Cove, Aravaipa, Paria Canyon, Paiute, Big Sage, Turbinella and Gambel Oak, and Vermillion Cliffs instant wilderness study areas.

ARIZONA

4420 - Data Management

- Your FY 1979 cost target has been adjusted as follows:

Preliminary cost target	\$ 95,000
Reduction for wilderness review items funded in 4420 last year (VIEW-IT, \$12.0, Lit. Search \$5.0)	<u>-17,000</u>
FY 1979 Base Cost Target	\$ 78,000

- The wilderness review items, if necessary, should be funded from 4330.

Component 05 and 61

- See General Directives.

Component 62

- Plan approximately 4 work-months, split between the State Office and Arizona Strip District, for critiqueing the products produced by the ASVT project and presenting briefings and recommendations to management concerning their utility for future use.
- See subactivity 4210 for funding of Mining Claim Recordation work.

4700 - Law Enforcement

- Allocate \$19,000 for contracts and cooperative agreement with local law enforcement agencies.

4800 - Program Services

Component 03 - Administrative Operations - Cartography

Program work-months and funds for completion of the 1:500,000-scale Arizona State map. Standard 1:100,000 scale land status colors will be used in preparation of this map.

ARIZONA

00 - Range Management

Receipts to be allocated to District	\$230,000
Cost target for AMP Implementation:	
Cerbat - Black Mountain ES	368,000
San Simon ES	<u>246,000</u>
TOTAL COST TARGET	<u>\$844,000</u>

300 - Working Capital Fund

See General Directives on Motor Vehicle Management.

400 - Land and Water Conservation Fund

The Aravaipa Canyon acquisition program cannot be initiated in FY 1979 using LWCFs, as it was not included in the Heritage Conservation and Recreation Service's FY 1979 budget. If you desire to initiate preliminary action on this project the effort must be funded from within your current capability and not from LWCF.

800 - Cadastral Survey

Your cost target of \$30,000 should be programmed in accordance with the priorities received from the Forest Service Regional Forester.

State ARIZONA

Subject FY 1979 AVR COST CONTROLS

AVG Work Month Post	4110	4120	4130	4140	4210	4310	4320	4330	4340	4350	4360	4410	4420	4500	4700	4800
1. PMP Cost Target 4/5/78																
2. FY 79 Budget 4800 and LCRG Adjust.	1600		2150		1850	1850	1600	1750	1350	1900	1900	1820	1550	1650	2150	2100
3. FY 76 Pay False Annualization Reduction	164		444		1014	31	1405	844	387	408	135	529	95	142	60	1578
4. Other Program Adjust. (See Spec. State Dir.)	-2		-3		-8		-127	-96	130	-16	-1	-36		-2		-3
5. Congressional Add-ons:					+81		+100	+14	+173		+15		-17	+21		
6. PAYC																
7. PAYC																
8. Congressional Out- Law Enforcement	162		514		1261	31	1585	1023	2279	730	274	490	78	161	-23	1608
Total																
4800 Adjustment - Congressional Add-ons Only	-2															
Revised Total																
9. BASE ADJUSTMENT - NE VP											+5					
10. PAYC																
11. PAYC																
12. Congressional Out- Law Enforcement	162		514		1261	31	1585	1023	2279	730	274	490	78	161	-23	1608
Total																
4800 Adjustment - Congressional Add-ons Only	-2															
Revised Total																

Total Ceiling: 7130

STATE *Arizona*

Subject FY 1979 COST TARGET CONTROL SHEET

[illegible]

CALIFORNIA

Table of Organization

- Your TO for FY 1979 is 505.
- Your EOY other-than-permanent full-time (OPFT) position ceiling is 280.
- See General Directives for instructions concerning organization and manpower.

Operational Planning System (OPS)

- Complete soils, vegetation, and wildlife inventories for the four (4) range environmental statements (ES) scheduled for completion in FY 1981, and initiate inventories for three (3) ES's scheduled in FY 1982
- Implement allotment management plans (AMP) included within the one (1) final grazing ES area.
- Identify and inventory habitats of six (6) Federally listed threatened or endangered species on public lands.
- Implement three (3) Sikes Act habitat management plans (HMP) in cooperation with the State wildlife management agency.
- Complete three (3) wilderness "instant" study reports (includes 2 possible non-potential areas).
- Complete accelerated wilderness inventory up to, but not including, the 90-day public comment period, on all "non-instant study area" public lands.

Planning/Environmental Schedule

<u>Geographic Area Name</u>	<u>Acres (Million)</u>	<u>FY 1979</u>	<u>FY 1980</u>	<u>FY 1981</u>	<u>FY 1982</u>
Tuledad-Home Camp	0.641	Implement Plans	Implement Plans	Implement Plans	Implement Plans
California Desert	11.000	Complete URA/MFP	Complete ES	Implement Plans	Implement Plans

CALIFORNIA

<u>Geographic Area Name</u>	<u>Acres (Million)</u>	<u>FY 1979</u>	<u>FY 1980</u>	<u>FY 1981</u>	<u>FY 1982</u>
Lowhead-Massacre	0.769	Complete URA/MFP	Complete ES (Grazing)	Implement Plans	Implement Plans
... Dome	0.49	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)	Implement Plans
...enton-Owens ...alley	0.532	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)	Implement Plans
...al-Neva	0.639	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)	Implement Plans
...cCain Valley	0.94	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)	Implement Plans
...odie-Colville	0.250	Initiate Inventories	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)
...illow Creek	0.299	Initiate Inventories	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)
...ierra	0.240	Initiate Inventories	Complete Inventories	Complete Inventories	Complete ES (Grazing)
YU #13 (Ukiah Districtwide)		Complete URA/MFP	Complete ES (Timber)	--	--
Unit 15 (Susan- ville, Redding, Colson, Bakers- field)		Complete URA/MFP	Complete EAR (Timber)	--	--
Instant Wilder- ness Study Areas (Chemis Mt.)		Complete ES/Report			
(Paiute Cypress)		Complete Report 1/			

CALIFORNIA

<u>Geographic Area Name</u>	<u>Acres (Million)</u>	<u>FY 1979</u>	<u>FY 1980</u>	<u>FY 1981</u>	<u>FY 1982</u>
(Baker Cypress Lave Rock)		Complete URA/MFP	Complete ES/Report		
(Bitterbrush)		Complete URA/MFP	Complete ES/Report		
(Negit Island)		Complete URA/MFP	Complete ES/Report		
(San Benito)		Complete Report <u>1/</u>			
Chocolate Mtn.* DOD		Start ES (Lands)	Complete ES		
Fort Erwin* DOD		Start ES (Lands)	Complete ES		
Mojave B* DOD		Start ES (Lands)	Complete ES		

* Pending DOD Memorandum of Understanding.

1/ Assumed to be "instant" study area without wilderness potential.

Evaluation

- Plan to support the Washington Office conducted General Management Evaluation scheduled for February 5-16, 1979. The team will visit the Riverside and Ukiah District Offices.
- Plan on having your Chief of Management Services serve as a team member on the Alaska Management Services functional evaluation scheduled for August 20-31, 1979.
- Plan on having your Chief, Division of Planning Coordination Staff serve as a team member on the Idaho Planning, Environment, and Budgeting functional evaluation scheduled for January 22 - February 2, 1979.

CALIFORNIA

Equal Employment Opportunity

Program for:

- Commitment of four positions to the Upward Mobility Program.
- 10 work-months for Cooperative Education agreement students.
- 3 District Office EEO Seminars.
- Attendance of Hispanic Employment Program Coordinator at national and/or regional EMAGE, LULAC, or American GI Forum conference.

2110 - BUILDING CONSTRUCTION

- Fire support facilities should reflect those project requirements of the Normal Fire Year Plans.

Your cost targets are:

01 - Support \$ 1,600

80 - Construction Operations

Susanville DO Complex, Project No. 0252 615,400

COST TARGET \$617,000

Details and Instructors Assignments

- Mr. Ken Alexander has been selected to participate in a WO detail working on the Automation of Radio Frequency Management Followup. The detail will last 2 weeks. Travel and per diem will be paid by the WO Division of Engineering.

2120 - RECREATION CONSTRUCTION

Your cost targets are:

01 - Support

None

80 - Construction Operations

Mojave Way Station, Project No. 1202 \$124,000

Pacific Crest Trail Road (Walker Pass) -
Project No. 1201 115,000

COST TARGET \$239,000

CALIFORNIA

2130 - TRANSPORTATION CONSTRUCTION

01 - Support

General (9999)	\$ 28,000
Project Support	<u>26,000</u>
Subtotal	\$ 54,000

82 - Roads

Buckhorn Road Surfacing (0977)	\$206,000
Imperial Sand Dunes Parking (0612)	71,000
Timber Sale Road, S&D	26,000
(list by project name and number)	<u> </u>
Subtotal	\$303,000

83 - Trails

Pacific Crest Trail Construction (0112)	\$ 60,000
Pacific Crest Trail Construction (6301)	85,000
South Yuba Trail Construction (4440)	96,000
Pacific Crest Trail S&D (0112)	27,000
Pacific Crest Trail S&D (6301)	<u>34,000</u>
Subtotal	\$302,000

84 - Bridges

Butte Creek Bridge S&D (0515)	5,000
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TOTAL COST TARGET	<u>\$664,000</u>
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2140 - LAND AND EASEMENT ACQUISITION

- Provide the Director (510) with an estimated cost for the Mojave Way Station site once a location and site have been agreed upon.
- Your cost target has been reduced by \$11,000 to assist in funding other Bureau-wide priorities.

2210 - BUILDING MAINTENANCE

- Your cost target includes a one-time \$46.0 add-on to be used for the following items:

Renovation of Sanitation Systems, Crowley Lake and Dry Creek F.S.	\$ 30,000
Potable Water System, Fort Soda and Conway Summit	12,000
Energy conservation measures, Cedarville, Ravendale, F.S.	4,000

CALIFORNIA

2220 - RECREATION MAINTENANCE

- Your cost target includes a one-time \$77,000 add-on to be used for the renovation of 96 family units.

Construction and Maintenance Assistance Scheduled (DSC)

During FY 1979, the Service Center is planning to assist you with the projects listed below and shown in the Service Center's Specific Directives. They will contact you on project scheduling and information to be submitted for providing this assistance.

<u>Activity</u>	<u>Project Name</u>	<u>Remarks</u>
2110	Susanville DO Complex	Design warehouse, fire dispatch, and shop
2110	Surprise RAH	Construction Review Inspection
2120	Yuha Way Station	A&E design review and Construction Review Inspection
2120	Pacific Crest Trail, Walker Pass Trailhead	Design review
2130	Butte Creek Bridges (2)	Arrange for FHWA design

4110 - ENERGY, ONSHORE

12 Geothermal

- Base Program Capability. Your base program should be directed to provide leasing opportunities on approximately 63,700 acres of KGRA lands (Knoxville 33,000 acres, Mono Lake-Long Valley 26,000 acres, Yuha 4,700 acres).
- Complete environmental analysis, and issue leases where indicated, on all noncompetitive geothermal lease applications filed prior to January 1, 1975.
- Include in your AWP the number of cases pending which meet the above criteria and give details of your expected accomplishments.

CALIFORNIA

4130 - NONENERGY, ONSHORE

22 Phosphate

- Los Padres National Forest. We anticipate the Solicitor will conclude his review of the unclaimed - undeveloped opinion by the end of 1978. We believe it will be significantly modified. Plan to conclude the Los Padres phosphate problem soon after the modified Solicitor's Memo/Opinion is available.

4210 - LANDS AND REALTY OPERATIONS

Congressional Add-Ons

Component 31 - Nonenergy Related Realty

- Your cost target is increased by \$294,000 to continue your lands case output and implement your trespass inventory and abatement program. Refer to your 4500 Directives for your identified Cadastral Survey support.

Component 36 - Mining Claim Recordation

- Your cost target is increased by \$140,000 to provide additional capability to record and file all new mining claims within 90 days of location and record all old mining claims by October 21, 1979 as required by FLPMA. With this increase your revised base is \$240,000.

4310 - FOREST MANAGEMENT

- Offer 25 MMBF of timber plus any prior years carryover volume.
- Plan one staff trip (1 week) to Denver Service Center (January 1979) to assist D-340 in preparing BLM Manual Section 5200 (Intensive Inventory Supplement). Coordinate with D-340 for exact details.
- Plan one staff trip (1 week) to Denver Service Center to assist D-340 in preparing BLM Manual Section 5100 (Forest Management Planning). Coordinate with D-340 for exact details.

CALIFORNIA

4320 - RANGE MANAGEMENT

The following items are tied to OPS objectives:

<u>Area Name</u>	<u>Action</u>
Cowhead-Massacre	- complete URA/MFP, initiate ES
California Desert	- complete URA/MFP, initiate ES
Mountain Dome	- complete inventories
Benton-Owens Valley	- complete inventories
Cal Neva	- complete inventories
McCain Valley	- complete inventories
Willow Creek	- initiate inventories
Bodie Colville	- initiate inventories
Sierra	- initiate inventories
Tuledad-Homecamp	- implement AMP's

Cost Target Adjustments

Congressional Add-On (One-Time)

43 - Wild Horse and Burro Management

- \$40,000 for capture, disposal, and management. Emphasize capture of 130 burros from California Desert.

44 - Grazing Management

- \$280,000 for inventories on all 1981 and 1982 ES's (assumes reprogramming from soil and water inventory add-on).

4330 - RECREATION MANAGEMENT

Component 45 - Cultural Resource Management

- Interim Management. Your cost target includes a one-time allocation of \$58,000 for the following work:
 - \$30,000 for patrol/surveillance and other protection means in the El Paso Mountains Archeological District.
 - \$6,000 for fencing and signing at the Tupi Turaba Archeological District.
 - \$15,000 for salvage of Wildcat Gorge Cave.
 - \$7,000 for stabilization of the Punta Gorda Lighthouse.

CALIFORNIA

Component 46 - Visual Resource Management

- Your VRM program leader has been designated as the BLM contact for the National VRM Conference jointly sponsored by the BLM and USFS at Lake Tahoe, April, 1979 (estimated 2 WM).

Component 47 - Natural History Resource Management

- Congressional Add-on: \$6,000 is provided for protection of Elder Creek Research Natural area.

Component 48 - Wilderness Management

- Submit a completed report to the Director (370) for the Chemise Mountain "instant" study area by September 1979.
- Your cost target for wilderness, reduced by \$75,000 to fund a Bureau-wide regional analysis and a 4800/leave adjustment, is a total of \$505,000.

Component 49, 50, 51 - Recreation Management

- Participate in work group to develop visitor management procedures for guidance of rangers and visitor management specialists.
- Conduct a full-scale test of the revised recreation inventory/URA/MFP procedures in the South Yuba Planning Unit (Folsom District). Complete sufficient sampling of recreation use to satisfy data needs. Your allocation of add-on funds includes \$30,000 for this increased workload.
- Provide not less than 70% of your field ranger capability for on-the-ground patrols. Charge to benefiting activity.
- Congressional Add-on:
 - \$20,000 is provided for implementation of the special recreation permit regulations outside of the California Desert.
 - \$51,000 is provided for final ORV designation of at least 530,000 acres (outside of the California Desert) including McCain Valley.
 - \$393,000 is provided for increased on-the-ground resource protection for the California Desert.

CALIFORNIA

40 - SOIL, WATER, AND AIR MANAGEMENT

- Emphasize final development and implementation of your water resource plan.
- Implement your 208 water quality plan. Use base funds for this purpose.
- Emphasize conversion of your WAE Hydrologists to permanent full-time.
- Emphasize hiring a State Office Hydrologist to formulate and provide technical direction in the statewide water resource program.
- One-time cost target increases include:
 - \$40,000 for contract efforts to determine off-road vehicle impacts in Southern California. This study should concentrate on the understanding of basic natural resource relationships.
 - \$84,000 to complete soils inventory in the Bodie-Coleville ES area. This is in addition to \$70,000 in your base for this purpose.
 - \$65,000 to conduct soils inventory in the Willow Creek ES area.
 - \$164,000 to conduct soil inventories for the Range ES area.
 - \$49,000 to support the 208 water program.

350 - WILDLIFE

PS Items

- Your cost target includes \$434,000 to conduct wildlife inventories as per your planning/ES schedule which includes the following adjustments:

\$102,000	PAWP inventory increase (one-time)
40,000	Additional inventory increase (one-time)
144,000	Congressional add-on (one-time)
<u>148,000</u>	<u>Base capability-inventories</u>
 \$434,000	 Adjusted Inventory Capability

CALIFORNIA

- Your cost target includes a one-time increase of \$100,000 for identification and inventory of the following threatened or endangered species:

Blunt-nose leopard lizard
Bold eagle
Desert slender salamander
Mojave chub
Owens River pupfish
San Joaquin kit fox

- Implement the following Sikes Act habitat management plans (HMP) with the one-time cost target increases indicated:

<u>Name</u>	<u>Funding</u>
Cache Creek (PAWP)	\$55,000
Mojave Chub (PAWP)	25,000
Desert Tortoise (Add-on)	60,000
McCain Valley (Add-on)	60,000

Other Item

- For all components refer to Wildlife Habitat Management General Directives.
- Your cost target includes \$40,000 to initiate mandatory consultation with FWS and NMFS as required by Sec. 7 regulations of the Endangered Species Act.

4360 - FIRE MANAGEMENT

- Your base is reduced to reflect the transfer of the Forest Service contract funding to subactivity 4610.
- Provide the following assistance in fire training:
 - Development
 1. Interagency Fire Training Evaluation System - (1 Work-Month) Review period, March through June 1979. Documents should be reviewed by personnel qualified in the position.
 2. Course Development
 - A. Finance Chief, S-460 and Fire Business Management, S-260 (1/2 WM). Review Finance Chief, S-460. Review period, June through September 1979. Qualified Finance Chief, and AO's should review.
 - B. (1 WM) review and evaluate Tanker Boss, S-214. Review period, October 1978 through February 1979.

CALIFORNIA

- Allow 1 WM for correcting historic fire report runs.
- Consider sending the Fire Prevention Specialist to the Fire Protection Conference, Marinette, Wisconsin, October 10-13, 1978.
- Coordinate building construction for permanent or temporary facilities with Engineering in the State Office, and the revised Normal Fire Year Plan.
- One-time cost include:
 - \$7,000 for roll bars
- Plan on 1 WM for participating on a Modified Suppression Handbook Task Force

4410 - PLANNING

60 - Multiple Use Resource Planning

- Update/revise those URA/MFP's that will be used in the preparation of the Cowhead-Massacre and California Desert Grazing Environmental Statements. Both statements are scheduled for completion during FY 1980. Also update/revise that part of those URA/MFP's which will be used to evaluate the Chemise Mountain, Paiute Cypress, Baker Cypress wilderness study areas. In addition to the above, update/revise those URA/MFP's which will be used in the preparation of the Ukiah Timber Environmental Statement and the Unit 15 Environmental Assessment (EAR).

4420 - DATA MANAGEMENT

- Your cost target has been adjusted for items that were considered one-time expenditures in FY 1978.
- FY 1979 preliminary cost target \$316,000
- Adjustments (Software \$50,000 equipment)
(\$10,000) -60,000
- FY 1979 base cost target 256,000

CALIFORNIA

Component 06

- Submit an analysis of your experience with the Comarc software and any problems associated with getting the Data General operational. Submit the analysis to WO (402) by October 15 for use in planning acquisitions for other States. Plan one work-month to assist in development of an RFP for graphics software and equipment, and general policy and planning for installation of field level equipment.

Components 61 and 62

- See General Directives.
- See subactivity 4210 for funding of Mining Claim Recordation work.

4500 - CADASTRAL SURVEY

- If the seven township auto-surveyor project is still considered of high-priority, make appropriate request to the Alaska SO. See also General Directives.
- Your cost target includes a Congressional add-on of \$399,000 for surveys in the problem areas of Northern California. Coordinate with subactivity 4210 Land and Realty Trespass Directives.
- Continue the rehabilitation of cadastral survey records at no less emphasis than for FY 1978.

4700 - LAW ENFORCEMENT

- Allocate \$39,000 for contracts and cooperative agreements with local law enforcement agencies.

4800 - PROGRAM SERVICES

Component 03 - Administrative Operations - Cartography

- Consider sending one attendee to the Coastal Zone Mapping, Surveying and Management Symposium to be held in New York, New York, May 1979.

8100 - RANGE IMPROVEMENTS

Receipts to be allocated to Districts	\$150,000
Cost target for AMP implementation	
Tuledad-Home Camp ES	<u>624,000</u>
	\$774,000

CALIFORNIA

9400 - LAND AND WATER CONSERVATION FUND

- Your cost target includes \$467,000 for land acquisition in the Case Mountain area.
- The House Appropriations Committee deleted from the Heritage Conservation and Recreation Service's budget all funding requests requiring an increase in ceiling even though funds could have been appropriated under the authority of Section 3 of the Burton Act (P.L. 95-42). HCRS has appealed this cut to the Senate but at this time we do not know what their actions will be. If these funds are restored, your cost target will be adjusted accordingly.
- Your cost target does not include any carryover from FY 1978. When this carryover amount has been calculated, your cost target will be adjusted to reflect this figure.
- In your AWP submission indicate any problems you may have in obligating the funds in your cost target as well as your anticipated carryover funds for the Pacific Crest Trail.

9800 - CADASTRAL SURVEY

- Your cost target of \$24,000 should be programmed in accordance with the priorities received from the Forest Service Regional Forester. Also plan for an additional \$100,000 from the F.S., Region 5.

Subject FY 1979 AIR COST CONTROLS

State CALIFORNIA

Avg Work Month	Post	4110	4120	4130	4140	4210	4310	4320	4330	4340	4350	4360	4410	4420	4500	4700	4800
1. PMP Cost Target 4/1/78																	
2. FY 79 Bu/Wide 4800 and Leave Adjust.		1650	1600	1850		1600	1350	1700	1800	1650	1750	1650	2100	1700	1800	2500	4800
3. FY 78 Pay Raise Annualization Reduction		655		603		1835	1124	1083	2376	600	458	1144	1774	317	931	136	9300
4. Other Program Adjust. (See Spec. State Dir.)		-6		-4		-9	-6	-4	-9	-4	-2	-3	-121	-1	-7	-16	-9
5. Congressional Add-ons:								+280	+28	+402	+40			-60			
Cadastre Survey															599		
ANALYSIS OF CURRENT PERFORMANCE																	
CASE BACKLOG PROCESSING																	
WIND FENCES & BARRIERS																	
DRY CULTURAL NAT HIST PROT						+60											
REQ PERMITS						+294											
CALIF DESERT																	
ENDANGERED SPECIES INV																	
SEASON 7 CONSULTATION																	
SIKES ACT																	
ANTICIPATED SOIL INV. REMED.																	
FIRE MANAGEMENT																	
MINING LAW ADMINISTRATION																	
9. BASE ADJUSTMENT - NEYP																	
6. Pcc																	
7. Yacc																	
8. Congressional Cuts - Law Enforcement																	
Total		649		638		1580	1058	1303	2657	1044	900	1343	1650	256	1523	90	3496
4800 Adjusted - Congressional Add-ons Only																	
Revised Total																	

Travel Cellings: 21070

INT. 0000-11

CALIFORNIA

Subject FY 1979 COST TARGET CONTROL SHEET

[illegible]

100

Table of Organization

- Your T/O for FY 1979 is 393.
- Your EOY other-than-permanent full-time (OPFT) position ceiling is 158.
- See General Directives for instructions concerning organization and manpower.

Operational Planning System (OPS)

- Complete soils, vegetation, and wildlife inventories for one (1) range environmental statement (ES) scheduled for completion in FY 1982.
- Complete the preparation of one (1) grazing ES.
- Implement allotment management plans (AMP) covered by the one (1) final grazing ES.
- Complete the ES and final report of one (1) wilderness "instant" study area and prepare final reports on three (3) other study areas.
- Identify and inventory habitats of three (3) federally listed threatened or endangered species on public lands.
- Implement five (5) Sikes Act habitat management plans (HMP) in cooperation with the State wildlife management agency.
- Complete accelerated wilderness inventory up to, but not including, the 90-day public comment period, on all "non-instant study area" public lands.
- Complete the West Central Colorado regional coal ES by January, 1979.
- Issue the Prosper-Lombardi short-term coal lease by October, 1978.

Planning/Environmental Schedule

Geographic Area Name	Million Acres	FY 1979	FY 1980	FY 1981	FY 1982
San Luis	0.516	Implement Plans	Implement Plans	Implement Plans	Implement Plans
Uncompahgre	0.526	Implement Plans	Implement Plans	Implement Plans	Implement Plans
Grand Junction	1.277	Complete ES (Grazing)	Implement Plans	Implement Plans	Implement Plans
Gunnison	0.636	Complete URA/MFP	Complete ES (Grazing)	Implement Plans	Implement Plans

COLORADO

Geographic Area Name	Million Acres	FY 1979	FY 1980	FY 1981	FY 1982
White River	1.506	Complete URA/MFP	Complete ES (Grazing)	Implement Plans	Implement Plans
Royal Gorge	0.498	Complete URA/MFP	Complete ES (Grazing)	Implement Plans	Implement Plans
Glennwood Springs	0.528	Initiate Inventories	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)
Williams Fork (Coal)		Update URA/MFP	Potential Lease Sale	--	--
North Park (Coal)		Update URA/MFP	Potential Lease Sale	--	--
Instant Wilderness Study Areas					
(High Mesa Grassland)		Complete Report 1/			
(Sand Dune)		Complete Report 1/			
(Needle Rock)		Complete URA/MFP	Complete ES/Report		
(Rare Lizard & Snake)		Complete Report 1/			
(Powder Horn)		Complete ES/Report			
Superior Oil Exchange		Complete ES (Lands)			

Evaluation

Plan to support the Washington Office conducted General Management Evaluation scheduled for March 26 - April 6, 1979. The team will visit the Montrose and Canon City District Offices.

Equal Employment Opportunity

Program for:

- Commitment of three (3) positions to the Upward Mobility Program.
- Five (5) work-months for Cooperative Education Agreement students.
- Two (2) District Office EEO Seminars.
- Attendance of Hispanic Employment Program Coordinator at national and/or regional IMAGE, LULAC, or American GI Forum conference.

1/ Assumed to be "instant" study area without wilderness potential.

COLORADO

Word Processing

- Colorado State Office should plan two work-months for a writer-editor to support the Word Processing WAR assigned to WO (550).

2110 - Building Construction

- Fire support facilities should reflect those project requirements of the Normal Fire Year Plan.
- Your cost target are: (Congressional Add-on)

01 - Support

None

80 - Construction Operations

Western Slope Fire Operations - Phase II S&D	\$ 24,000
Western Slope Fire Operations - Phase II	<u>288,000</u>
COST TARGET	<u>\$312,000</u>

- Details & Instructors Assignments

Mr. Ron Cole has been selected to participate in two WO WAR's. A WAR on updating the 9100-9104 Sections of the Manual and a WAR on developing Transportation Inventory procedures. Travel and per diem for both WAR's will be paid for by the WO Division of Engineering.

2130 - Transportation Construction

-01 - Support

General (9999)	\$ 85,000
Project Support	<u>5,000</u>
Subtotal	\$ 90,000

-82 - Roads

Owl Mountain Road-Grading (0190)	\$186,000
Green Ridge Road S&D (0191)	9,000
South Bull Mountain Road S&D (0199)	14,000
Republic Creek Road S&D (0192)	15,000
Cow Creek Road S&D (0178)	8,000
JQS Road S&D (0142)	6,000
North Dry Fork Road S&D (0186)	6,000
Miscellaneous Road (9999)	<u>5,000</u>

Subtotal \$249,000

TOTAL COST TARGET

\$339,000

210 - Building Maintenance

- Your cost target includes a \$30.0 add-on to be used for increasing the level of building and yard maintenance.

220 - Recreation Maintenance

- Your cost target includes a one-time \$30.0 add-on to be used for the replacement of the two damaged toilets at Grand Junction.

- An additional increase of \$20.0 is provided to upgrade the maintenance of existing developed and undeveloped sites.

Construction and Maintenance Assistance Scheduled (DSC)

During FY 1979, the Service Center is planning to assist you with the projects listed below and shown in the Service Center's Specific Directives. They will contact you on project scheduling and information to be submitted for providing this assistance.

<u>Activity</u>	<u>Project</u>	<u>Remarks</u>
2110	Western Slope Fire Operations	Design Phase II
2220	YCC and YACC Projects	Review & Approval of Plans & Specs.

COLORADO

4110 - Energy - Onshore

-11 - COAL: Continue preparation of West Central Colorado Regional January 26, 1979.

- Complete preparation of the Northwest Colorado Supplemental Environmental Study.
- Update MFP's in the Northwest Colorado Regional ES region to meet a mid-1980 leasing schedule. Emphasize endangered species, unsuitability criteria, surface owner and Governor consultation and other requirements of FLPMA, SMCRA and FCLAA.
- Conduct appropriate inventories to facilitate updating the West Central Colorado ES MFP areas in FY 1980 for 1981 and out year leasing.
- EMRIA: Include the following items in your AWP at the indicated planning levels:

McCallum Reclamation Study - USBR	\$150,000
Soil Survey Williams Fork MFP - SCS	50,000
Revegetation Trail, ColoWyo Mine - BLM Craig	31,000
Continue Air Quality Study - State Coop	75,000
Hydrologic Modeling and Maintenance of	75,000
Foidel and Middle Creeks - USGS, WRD	55,000
Taylor, Wilson, Jubb Creeks - USGS, WRD	48,500
Hayden Gulch - USGS, WRD	56,500
Raton Mesa - USGS, WRD	110,000
Ground Water Monitoring - USGS, WRD	100,000
Hydrology of Coal Spoil Piles - USGS, WRD	65,000
Hydrologic Characterization North Park - USGS, WRD	40,000
Hydrologic Characterization of Raton Mesa - USGS, WRD	60,000
Channel Morphology Study - USGS, WRD	38,000
Climate Station in North Park and Craig - USGS, WRD	50,000
Coal Development on Sage Grouse Habitat	15,600
Coal Study - USGS, GD	46,000
Total	\$940,600

- The \$940,600 for procurement items will be held in WO.

COLORADO

4210 - Lands and Realty Operations

General

You are receiving a one-time increase in your cost target of \$20,000 for aerial photos.

Congressional Add-on

Component 30

Energy Related Realty - your cost target is increased by \$95,000 to allow timely action on the Craig and Grand Junction new oil and gas well hookups, and reduction of your energy related case backlogs to a pipeline basis by 1984.

Component 31

Unintentional Trespass - your cost target is increased by \$40,000 to complete your remaining URA's by October 21, 1981.

Component 31

Non-Energy Related Realty - your cost target is increased by \$57,000 to allow a reduction in non-energy related case backlog to a pipeline basis by 1984.

Component 36 - Mining Claim Recordation

Your cost target is increased by \$400,000 to provide additional capability to record and file all new claims within 90 days of location and record all old mining claims by October 21, 1979 as required by FLPMA. With this increase your revised base is \$450.0.

4310 - Forest Management

- Offer 13 MMBF of timber.
- Plan one week to assist D-340 in preparing BLM Manual Section 5100 (Forest Management Planning). Coordinate with D-340 for exact details.

COLORADO

4320 - Range Management

- The following OPS items are first priority:

<u>Area Name</u>	<u>Action</u>
Grand Junction	- complete ES
Gunnison	- complete URA/MFP, initiate ES
White River	- complete URAS/MFP, initiate ES
Royal Gorge	- complete URA/MFP, initiate ES
Glenwood Springs	- complete inventories
San Luis	- implement AMP's
Uncompaghre	- implement AMP's

- Cost Target Adjustments

Congressional Add-on (one-time)

-44 - Grazing Management

\$250,000 for weight estimate inventory of Glenwood Springs ES area as a minimum (assumes reprogramming from soil and water inventory add-on).

4330 - Recreation Management

Component 45 - Cultural Resource Management

- Interim Protection. Your cost target includes a one-time allocation of \$78,000 for the following work:
 - \$20,000 for patrol/surveillance of critical cultural resources in priority Districts.
 - \$6,000 for signing of major access areas in the Montrose District.
 - \$22,000 for stabilization of Cannonball Ruin.
 - \$15,000 for stabilization of Sand Canyon Site 5 Mt. 127.
 - \$15,000 for salvage of the I-70 site (AR-05-07-151).

COLORADO

- Congressional Add-on: \$125,000 is provided for meeting the Bureau's curation responsibility for the Dolores project in lieu of opening the Escalante Cultural Facility and for initiating planning in the Sacred Mountain area.

Component 47 - Natural History Resource Management

- Congressional Add-on: \$6,000 is provided for protection work at Fruita Paleontological Quarry.

Component 48 - Wilderness Management

- Submit a completed report to the Director (370) for the Powderhorn "instant" study area by September 1979.
- Your cost target for wilderness, reduced by \$46,000 to fund a Bureau-wide regional analysis and 4800/leave adjustment, is a total of \$360,000.

Component 49/40/51 - Recreation Management

- Conduct a full-scale test of the revised recreation inventory/URA/MFP procedures in the Glenwood Spring Resource Area. Complete sufficient sampling of recreation use to satisfy data needs. Your allocation of add-on funds includes \$30,000 for this increase workload.
- Congressional Add-on:
 - \$20,000 is provided for implementation of the special recreation permit regulations.
 - \$130,000 is provided for final ORV designation of at least 260,000 acres and priority critical areas and priority planning areas per your response to IM 78-333.

4340 - Soil, Water, and Air Management

- \$641,000 is permanently reduced from your base due to Bureauwide readjustments made for the Range ES areas.
- \$10,000 is to be used from your base to initiate development of a microbial sample for the amoebic dysentary organism, "giardia". Coordinate with the USFS and USGS if necessary.
- \$20,000 is to be used from your base for Salinity Control. Coordinate with D-350 for proposed control efforts.
- Continue accelerate water rights assertions.
- Establish surface water - water quality stations in San Luis Valley. Fund from your base.
- The Canyon City District should program a minimum of one WM in support of the rainfall simulation project (DSC-350).

COLORADO

- Your base is increased by \$30,000 for continued support of the SCS Upper Colorado Environmental Plant Center.
- One-time cost target increases include:
 - Congressional Add-on of \$18,000 to be used for other inventories for 1981 and 1982 ES areas.
 - \$100,000 to conduct soil inventories associated with the Range ES's.

4350 - Wildlife Habitat Management

OPS Items

- Your cost target includes a one-time increase of \$104,000 to conduct wildlife inventories as per your planning/ES schedule. Your inventory capability is currently estimated at \$262,000 including the Congressional add-on.
- Your cost target includes a one-time increase of \$100,000 for identification and inventory of the following threatened or endangered species:

Bald Eagle
Humpback Chub
Rocky Mountain Wolf

- Implement the following Sikes Act habitat management plans (HMP's) with the one-time cost target increases indicated.

<u>Name</u>	<u>Funding</u>
Piceance Basin (PAWP)	\$52,000
North Park (PAWP)	42,000
Animas (Congressional Add-on)	28,000
Trickle Mountain (Congressional Add-on)	65,000
Blanca (Congressional Add-on)	12,000

Other Items

- For all components, refer to Wildlife Habitat Management General Directives.
- Your cost target includes \$103,000 to initiate mandatory consultation with FWS and NMFS as required by Sec. 7 regulations of the Endangered Species Act. These funds may also be utilized to conduct any special studies resulting from formal consultation.

4360 - Fire Management

- Provide the following assistance in fire training:
 - Development.

1. Interagency Fire Training Evaluation System (1 WM). Review Draft Position Standards documents for all NIFQS positions. Review period, March through June 1979. Documents should be reviewed by personnel qualified in the position.

Encl. 1-200

COLORADO

2. Course Development.

- A. Review Tanker Boss, S-214 (1 WM). Review period, October 1978 through February 1979.
- B. Coordinate and present one test course for Tanker Boss, S-214 in April or May 1979, using qualified instructors and trainees from Colorado and surrounding States. Provide scheduling information to BIFC by January 1, 1979, and results of the test evaluation to BIFC by June 15, 1979.

3. Course Presentation.

Provide qualified instructors to the course to be conducted at BIFC and NITC as follows:

Service Chief, S-356

3/5-9/79 & 3 day cadre meeting

- Allow 1 WM for correcting historic fire edit runs.
- One-time cost target increases include:
 - \$45,000 to purchase 1 Unimog.
 - \$7,000 for roll bars.
- Coordinate building construction for permanent or temporary facilities with Engineering in the State Office, and the revised Normal Fire Year Plan.

4410 - Planning

60 - Multiple Use Resource Planning

Update/revise those URA/MFPs that will be used in the preparation of the Gunnison, White River, and Royal Gorge Environmental Statements, which are scheduled to be prepared during FY 1980. Also update/revise that part of those URA/MFPs which will be used to evaluate the High Mesa, Grassland, and Dunes, Needle Rock, Rare Lizard and Snake, and Powerhorn instant wilderness study areas. In addition to the above, update those portions of the URA/MFPs in the areas planned for coal in the Williams Fork and North Park areas to incorporate Department of the Interior coal lease suitability criteria. These criteria should be issued in the near future.

Plan to conduct the Bureau Planning System Quality Work Shop during February 13 through February 15, 1979 and in accordance with Instruction Memorandum No. 78-363.

4420 - Data Management

- Your cost target has not been adjusted. Last year, you funded some items in 4420, i.e., slope analysis, etc., that more appropriately belong in other subactivities. These funds should be utilized to cover your telecommunication position.

FY 1979 Base cost target

\$142,000

Component 61

See General Directives.

4500 - Cadastral Survey

- Your cost target has been increased by \$798,000 by Congressional add-on earmarked for surveys along the Front Range. This is in addition to FS provided funds in subactivity 9800 of \$150,000 for surveys along the Front Range. Identified areas of alleged trespass should receive first priority, but on a township by township resurvey basis. Coordination with Lands should include evaluation worksheets identified in the 1977 Technical Services Evaluation.

4700 - Law Enforcement

- Allocate \$24,000 for contracts and cooperative agreements with local law enforcement agencies.

4800 - Program Services

- General

- Plan for a representative to spend 2 weeks working with DSC (D-520) to develop motor vehicle management guidelines and procedures.

- Component 03 - Administrative Operations - Cartography

- Program work-months and funds to construct the public land net on the eight 7 1/2 USGS quads within a 1:100,000 scale map to be selected for a pilot project, agreed upon at the BLM/GS Mapping Coordination Meeting April 18-19, 1978 in Denver. This is an action item from that meeting and further instructions will be forthcoming.

8100 - Range Improvements

Receipts to Districts	\$192,000
San Luis ES	\$352,000
Uncompahgn ES	<u>\$302,000</u>
Total	\$846,000

COLORADO

9400 - Land and Water Conservation Fund

- Your cost target includes \$70,000 for the Powderhorn (Maurer) acquisition and \$257,000 for the Ruby Mountain/Browns Canyon project. These cost targets are based on the acquisition information submitted by the State and subsequently provided to the Heritage Conservation and Recreation Service (HCRS) for preparation of their budget
- The only option available at this time to accommodate your need for an additional \$19.4 over the allocated \$70.0 is to use any surplus funds that may be available from the Ruby Mountain/Browns Canyon project. Based on your PAWP submission the proposed Ruby Mountain acquisition has been eliminated. If you have some funds uncommitted on this project they could be used to fund the balance of the Powderhorn project. In your AWP submission indicate any problems you may have in obligating the funds in your cost target in FY 1979 and any fund adjustment you are proposing between these two projects.

9700 - Forest Pest Control

- Your cost target of \$86,000 is for the following projects:

- Independence Mt. Thinning No. 5	(100 acres)	\$ 10,700
- Independence Mt. Thinning No. 6	(20 acres)	3,400
- Independence Mt. Overstory Removal No. 7	(50 acres)	7,700
- Middle Mt. Overstory Removal No. 1	(20 acres)	3,400
- Mt. Pein Bettel Control Front Range		<u>60,000</u>
TOTAL COST TARGET		\$ 86,000

9800 - Cadastral Survey

- Your cost target of \$200,000 includes \$150,000 for forest boundary surveys along the Front Range. The other \$50,000 should be programmed in accordance with priorities received from the Forest Service Regional Forester.

State COLORADO

AVG Work Month Post	4110	4120	4130	4140	4210	4310	4320	4330	4340	4350	4360	4410	4420	4500	4700	4800
1. PAMP Cost Target 6/5/78																
2. FY 79 Budget 4800 and Leave Adjust.	1700		1650		1750	1550	1700	1750	2000	1900	2100	1800	1850	1750	2300	4800
3. FY 78 Pay Raise Actualization Reduction	2327		587		1407	726	2166	677	991	530	190	653	142	730	41	1813
4. Other Program Adjust. (See Spec. State Dir.)	-14		-4		-9	-4	-8	-2	-3	-2	-1	-29		-7		-4
5. Congressional Add-ons:					120		1250	162	-611	+104	76					
CHECKSHEET SURVEY																
MINING CLAIM RECOGNITION					160									1198		
CASE BACKLOG PROCESSING					97											
ENERGY ROW PROCESSING					95											
COAL																
ORV	500															
CULTURAL NAT. HIST. MON.								160								
REC. PERMITS								6								
DEV. & MGMT. CULTURAL FAC.								20								
ENDANGERED SPECIES INVENT								125								
SECTION 71 CONSULTATION									100							
SIXES ACT									103							
FIRE MANAGEMENT									105							
SOIL AND WATER INV.											165					
MINING LAW ADMINISTRATION									118							
9. BASE ADJUSTMENT - NFVP																
											33					
6. DEC																
YACC																
8. Congressional Cuts - Law Enforcement																
Total	2813		644		1770	698	2210	974	529	940	397	650	142	1921	33	1892
4800 Adjustment - Congressional Add-ons Only																
Revised Total																

Travel Ceiling: \$692

Table of Organization

- Your FY 1979 T/O is 290.
- Your EOY other-than-permanent full-time (OPFT) position ceiling is 325.
- See General Directives for information and guidance on manpower control and the employment situation for FY 1979.

Operational Planning System (OPS)

Complete soils, vegetation, and wildlife inventories for three (3) range environmental statements (ES) scheduled for completion in FY 1981, and initiate inventories for three (3) ES's to be prepared in FY 1982.

Complete the preparation of two (2) grazing ES's.

Implement allotment management plans (AMP) covered by the one (1) final grazing ES.

Complete ES's and final reports on two (2) wilderness "instant" study areas.

Identify and inventory habitats of three (3) federally listed threatened or endangered species on public lands.

Implement four (4) Sikes Act habitat management plans (HMP) in cooperation with the State wildlife management agency.

Complete accelerated wilderness inventory up to, but not including, the 90 day public comment period, on all "non-instant study area" public lands.

Planning/Environmental Schedule

Geographic Area Name	Million Acres	FY 1979	FY 1980	FY 1981	FY 1982
Challis	0.311		Implement Plans	Implement Plans	Implement Plans
Shoshone	0.590	Complete ES (Grazing)	Implement Plans	Implement Plans	Implement Plans
Little Lost- Birch Creek	0.334	Complete ES (Grazing)	Implement Plans	Implement Plans	Implement Plans
Owyhee	1.183	Complete URA/MFP	Complete ES (Grazing)	Implement Plans	Implement Plans

IDAHO

Geographic Area Name	Million Acres	FY 1979	FY 1980	FY 1981	FY 1982
Bannock-Onieda		Complete URA/MFP	Complete ES (Grazing)	Implement Plans	Implement Plans
North Idaho	0.160	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)	Implement Plans
Sun Valley	0.243	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)	Implement Plans
Big Desert	0.800	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)	Implement Plans
Ellis	0.374	Initiate Inventories	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)
Twin Falls	0.242	Initiate Inventories	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)
Bruneau- Saylor Creek	2.039	Initiate Inventories	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)
SYU #9 (Coeur D'Alene)		Complete ES (Timber)	--	--	--
Eastern Idaho		Complete EAR (Timber)	--	--	--
Instant Wilder- ness Study Areas (China Cup Butte)		Complete ES/Report			
(Grassland Kipuka)		Complete ES/Report			
(Birds of Prey)		Complete URA/MFP	Complete ES/Report		
So. Idaho (D.L.E.)		Complete ES (Lands)			
Snake River Birds of Prey		Complete ES (Wildlife)			

Evaluations

- Plan to support the WO conducted Resources Functional Evaluation scheduled for May 14-25, 1979. The team will visit the Shoshone and Salmon District Offices.

IDAHO

- Plan to support the WO conducted Planning, Environment and Budgeting Functional Evaluation scheduled for January 22 - February 2, 1979. The team will visit the Boise and Coeur d'Alene District Offices.

Equal Employment Opportunity

Program for:

- Commitment of one position to the Upward Mobility Program.
- Work-months to provide work experience for one student under the Cooperative Education Agreement Program.
- Two (2) District Office EEO Seminars.

2110 - Building Construction

- Fire support facilities should reflect those project requirements of the Normal Fire Year Plan.
- Your cost targets are:

01 - Support \$ 3,000

80 - Construction Operations

Shoshone D.O. Complex - Warehouse & Shop - Project No. 9500	10,000
Squaw Butte Lookout - Project No. 9108	65,000
Boise D.O. Complex - Office, Project No. 9100	28,000
Shoshone D.O. Complex - Office Addition, Project No. 9500	<u>112,000</u>

COST TARGET \$218,000

2120 - Recreation Construction

- Your cost targets are:

01 - Support

None

80 - Construction Operations

Salmon/Snake River Management Facility, Phase I - Project No. 0604	\$ 85,000
Hammer Creek Campground	<u>10,000</u>

COST TARGET \$ 95,000

IDAHO

130 - Transportation Construction

-01 - Support

General (9999)	\$ 14,000
Project Support	<u>24,000</u>
Subtotal	\$ 38,000

-82 - Roads

Rochet Road Construction Supervision (0020)	\$ 13,000
Winter Camp Road S&D (0044)	23,000
West Fork Pine Creek Road S&D (0033)	<u>9,000</u>
Subtotal	\$ 45,000

-84 - Bridges

Lost River Bridges Construction (0003)	\$ 69,000
Darling Creek Bridge S&D (0014)	<u>4,000</u>
Subtotal	\$ 73,000
TOTAL COST TARGET	<u>\$156,000</u>

2140 - Acquisition

- Your cost target includes a \$50,000 one-time increase to help fund the acquisition of the Idaho Falls administrative site.

2210 - Building Maintenance

- Your cost target includes a \$25.0 add-on to be used for maintenance of new facilities at Shoshone and Boise and upgrading the level of maintenance on existing facilities.

2220 - Recreation Maintenance

- Your cost target includes a one-time \$15.0 add-on to be used for the renovation of 15 family units.

Details and Instructors Assignments

- Lowell Dahl is to plan on participating in a two week detail to DSC to develop standard YACC camp building requirements. Travel and per diem will be paid by the ISO.

Construction and Maintenance Assistance Schedule (DSC)

During FY 1979, the Service Center is planning to assist you with the projects listed below and shown in the Service Center's specific directives. They will contact you on project scheduling and information to be submitted for providing this assistance.

IDAHO

<u>Activity</u>	<u>Project Name</u>	<u>Remarks</u>
2110	Shoshone D.O. Complex	Design Office Addition and Construction Review Inspection.
2110	Squaw Butte Lookout	Design - consider adopting USFS designs.
2110	Boise D.O. Complex Phase I	Construction Review Inspection.
2110	Idaho Falls D.O. Complex	Vehicle Storage Construction Review Inspection.
2110	Shoshone D.O. Complex	Warehouse & Shops Construction Review Inspection.
2120	Hammer Creek Phase I	Boat Launch & Support Facility Design
2130	Lost River Bridges (2)	Arrange for FHWA design.
2230	White Bird Bridge	Condition survey & load rating.
2130	W. Fork Pine Creek Bridge	Design.
	YACC Projects	Design prefab building for vault toilets & well houses

4130 - Non-Energy, Onshore

- 22-Phosphate: Conduct technical examinations and environmental analysis (TE/EAs) on at least 2 phosphate PRLAs. This assumes 2 TE/EAs were completed during FY 1978. Plan to submit proposal for issuing the leases for Secretary's concurrence after completing staff analysis and recommendation.

4210 - Lands and Realty Operations

- Your cost target includes a one time increase of \$127,000 to complete the agricultural ES.

Congressional Add-ons

Component 30

Energy Related Realty - your cost target is increased by \$20,000 to assist you in keeping your energy related backlog on a pipeline basis.

Component 31

Unitentional Trespass - your cost target is increased to \$15,000 to complete your remaining UTA's by October 21, 1981.

Complete withdrawal review for Birds of Prey Natural Area and Study Area.

Component 36 - Mining Claim Recordation

Your cost target is increased by \$160,000 to provide additional capability to record and file all new mining claims within 90 days of location and record all old mining claims by October 21, 1979 as required by FLPMA. With increase, your revised base is \$210.0.

4310 - Forest Management

- Offer 19 MMBF of timber plus any carry-over volume from prior years.
- Plan two staff trips (1 week each) to Denver Service Center to assist D-340 in preparing BLM Manual Sections 5100 and 5200. Coordinate with D-340 for exact details.

4320 - Range Management

The following OPS items are first priority:

<u>Area Name</u>	<u>Action</u>
Shoshone	- Complete ES
Little Lost-Birch Creek	- Complete ES
Owyhee	- Complete URA/MFP, Initiate ES
Bannock-Oneida	- Complete URA/MFP, Initiate ES
North Idaho	- Complete Inventories
Sun Valley	- Complete Inventories
Big Desert	- Complete Inventories
Ellis	- Initiate Inventories
Twin Falls	- Initiate Inventories
Bruneau-Saylor Creek	- Initiate Inventories
Challis	- Implement AMP's, HMAP

Cost Target AdjustmentsCongressional Add-on (one-time)- 43-Wild Horse and Burro Management

- \$14,000 for capture, disposal and administration

- 44-Grazing Management

- Reprogramming add-on (one-time).

\$278,000 for inventory
122,000 for ES preparation
 \$300,000 Total

IDAHO

4330 - Recreation Management

Component 45 - Cultural Resource Management

- Interim Protection. Your cost target includes a one-time allocation of \$54,000 for the following work:
 - \$30,000 for limited salvage of the following sites: 10GG1, 10GG29, 10EL44, 10GG154, 109GG20, 10GG-163.
 - \$24,000 for patrol/surveillance of critical cultural resources.
 - Complete a management plan for Silver City Historic District cooperatively with recreation.

Congressional Add-on:

- \$50,000 is provided for completion of cultural Class I inventory studies in Idaho Falls and Burley Districts.

Component 48 - Wilderness Management

- Submit completed reports to the Director (370) for the following "instant" study areas by August 1979: China Cup and Grassland Kipuka.
- Complete the Wilderness inventory at least on the "instant" study areas and the "overthrust belt" areas.
- Your cost target for wilderness, reduced by \$88,000 to fund a Bureau-wide regional analysis and a 4800/leave adjustment, is a total of \$545,000.

Component 49/50/51 - Recreation Management

- Complete a management plan for the Silver City Historic District cooperatively with the cultural resource program.

Congressional Add-on

- \$25,000 is provided for implementation of the special recreation permit regulations.
- \$134,000 is provided for final ORV designation of at least 555,000 acres of priority critical areas and priority planning area per your response to IM 78-333.

4340 - Soil, Water, and Air Management

- Emphasize conversion of your WAE Hydrologists to permanent full-time positions.
- Initiate a Water Quality Program in Owyhee County. Work with USGS and D-350 on design and implementation. Fund from your base.
- One time cost target increases include:

IDAHO

- \$30,000 for restoration efforts on the Centennial Burn.
- Congressional Add-on of \$40,000 to be used for threatened and endangered plant species inventory on 1981-82 ES Areas.
- \$269,000 to conduct inventories for the Range ES areas.
- \$25,000 coop study on Kinghill fossil bid and DLE with BR.

4350 - Wildlife Habitat Management

OPS Items

- Your cost target includes \$211,000 to conduct wildlife inventories as per your Planning/Environmental Statement schedule. This has resulted from a permanent reduction of \$256,000 from your PAWP cost target and the addition of \$107,000 one-time Congressional add-on for inventories.
- Your cost target includes a one-time increase of \$100,000 for identification and inventory of the following threatened or endangered species:

Bald Eagle
American Peregrine Falcon
Rocky Mountain Wolf

- Implement the following Sikes Act habitat management plans (HMP's) with the one-time cost target increases indicated:

<u>Name</u>		<u>Funding</u>
Twin Falls/Cassia	(PAWP)	\$100,000
	(Add-on)	50,000
Saylor Creek	(PAWP)	50,000
	(Add-on)	75,000
Snake River	(PAWP)	10,000
	(Add-on)	10,000
Birch Creek	(Add-on)	10,000

Other Items

- For all components, refer to Wildlife Habitat Management General Directives.
- Your cost target includes a one-time increase of \$165,000 to complete the required management plan, environmental statement, and final report to the Secretary on the Snake River Birds of Prey Area.
- Your cost target includes \$40,000 to initiate mandatory consultation with FWS and NMFS as required by Sec. 7 regulations of the Endangered Species Act.
- The cost target adjustment of \$-91,000 is composed of the following:

\$-256,000 Required for redistribution of inventory increases and reduction required due to Bureauwide deficiency.

IDAHO

\$+164,000 One-Time increase for Snake River Birds of Prey Management Plan/ES.

4360 - Fire Management

- Provide the following assistance in fire training:
 - Development.

1. Interagency Fire Training Evaluation System (1 WM). Review Draft Position Standards documents for all NIFQS positions. Review period, March through June 1979. Documents should be reviewed by personnel qualified in the position.

2. Course Development.

- A. Review Tanker Boss, S-214 (1 WM). Review period, October 1978 through February 1979.

- B. Coordinate and present one test course for Tanker Boss, S-214 in April or May 1979, using qualified instructors and trainees from Idaho and surrounding States. Provide scheduling information to BIFC by January 1, 1979, and results of the test evaluation to BIFC by July 1, 1979.

3. Course Presentation.

Provide qualified instructors to the courses to be conducted at BIFC and NITC as follows:

Service Chief, S-450 3/5-9/79 & 3 day cadre meeting

- Allow 2 WM's for correcting historic fire edit runs.
- Consider sending the Fire Prevention Specialist to the Fire Prevention Conference, Marinette, Wisconsin, October 10-13, 1978.
- One-time cost target increases include:
 - \$20,000 to purchase 4 slip-ons.
 - \$10,000 for the Cold Desert Study.
 - \$7,000 for roll bars.
- Coordinate building construction for permanent or temporary facilities with Engineering in the State Office, and the revised Normal Fire Year Plan.
- WO Detail for Manual update.

4410 - Planning

60 - Multiple Use Resource Planning

Update/revise those URA/MFPs that will be used in the preparation of the Owyhee and Bannock-Oneida Grazing Environmental Statements, which are scheduled to be prepared during FY 1980. Also update/revise that part of those URA/MFPs which will be used to evaluate the China Cup

encl. 1-213

IDAHO

Butte, Grassland Kipuka, and Birds of Prey instant wilderness study areas. In addition to the above, update/revise URA/MFP's for use in the Coeur d'Alene Timber Environmental Statement.

4420 - Data Management

- Your cost target has been adjusted to accommodate increased work-month costs and an increased level of effort.

FY 1979 preliminary cost target	\$ 34,000
Base Adjustment	<u>+16,000</u>
FY 1979 COST TARGET	<u>\$ 50,000</u>

Component 61

See General Directives.

Component 62

Program the work-months necessary to support the planned level of effort for the Boise District ASVT project. Identify any problem areas associated with the planned work.

See Subactivity 4210 for funding of Mining Claim Recordation work.

4700 - Law Enforcement

- Allocate \$36,000 for contracts and cooperative agreements with local law enforcement agencies.

4800 - Program Services

Component 03 - Administrative Operations - Cartography

Plan for updating land net and status and initiating the compilation and printing of a new 1:500,000-scale Idaho State map. The 1976 USGS bases and standard 1:100,000-scale land status colors will be used in preparation of this map.

8100/8200 - Range Improvements

- Receipts to be allocated to District	\$396,000
- Cost target for AMP Implementation Challis ES	<u>100,000</u>
TOTAL COST TARGET	<u>\$496,000</u>

9300 - Working Capital Fund

- See General Directives on Motor Vehicle Management.

9800 - Cadastral Survey

- Your cost target of \$36,000 should be planned in accordance with the priorities received from the Forest Service Regional Forester.

Subject FY 1979 AWP COST CONTROLS

State IDAHO

By

AWP Work Month	4110	4120	4130	4140	4210	4310	4370	4330	4340	4350	4360	4410	4420	4500	4700	4800
1. PAMP Cost Target 6/5/78																
2. FY 79 Bu/Wide 4804 and Leave Adjust.	1700		1850		1650	1550	1500	1750	1850	1800	2000	1450	2200	1950	2300	1950
3. FY 78 Pay Rate Annualization Reduction	236		149		933	1333	2366	839	422	681	545	466	34	283	102	185
4. Other Program Adjust. (See Spec. State Dir.)	-1		-1		-8	-7	-9	-1	-3	-2	-2	-26		-2	-42	-5
5. Congressional Add-ons:					+127		+300	+21	+324	-91	+30	-3	+16	+30		
MINING CLAIM REGRADATION					+60											
CHASE BACKLOG PROS. (THRESHOLD)					+15											
ENERGY ROW PROCESSING					+20											
WILD HORSES & BURROS							+16									
ORV								+134								
CULTURAL & NAT. HIST. PROTEC.								+50								
REG. PERMITS								+25								
ENDANGERED SPECIES INV.										+100						
SECTION 7 CONSULTATION										+40						
SIXES ACT										+40						
ANTICIPATED SOIL INV. REMOVS.										+145						
FIRE MANAGEMENT										+107						
SOIL & WATER INV.											+542					
MINING LAW ADMINISTRATION																
9. BASE INVESTMENT - NFVP																
6. YEC																
8. YEC																
8. Congressional Cuts - Law Enforcement																
Total	235		283		1147	1346	2456	992	848	980	1117	460	50	311	56	2010
Adjusted Total																
Revised Total																

Level Ceiling: 7530

INT. 2830-77

MONTANA

Table of Organization

- Your T/O for FY 1979 is 348.
- Your EOY other-than-permanent full-time (OPFT) position ceiling is 203.
- See General Directives for instructions concerning organization and manpower.

OPS Items

- Complete soils, vegetation, and wildlife inventories for one (1) range environmental statement (ES) scheduled for completion in FY 1981, and initiate inventories for one (1) ES to be prepared in FY 1982.
- Complete the preparation of one (1) grazing ES.
- Complete ES and final report on one (1) wilderness "instant" study area and prepare final report on an additional study area.
- Identify and inventory habitats of two (2) federally listed threatened or endangered species on public lands.
- Implement two (2) Sikes Act habitat management plans (HMP) in cooperation with the State wildlife management agency.
- Complete accelerated wilderness inventory up to, but not including, the 90-day public comment period, on all "non-instant study area" public lands.
- Issue the following short-term coal leases by the dates indicated:

North American Coal - Indian Head Mine (10/78)

Western Energy - Area B and Area E (1/79)

Decker Coal Co. - N. Ext. (3/79)

Consolidated Coal - Velva Mine and Glenharold Mine (6/79)

Falkrich Mining Co. underground mine (9/79)

Planning/Environmental Schedule

Geographic Area Name	Acres Million	FY 1979	FY 1980	FY 1981	FY 1982
Missouri Breaks	2.200	Complete ES (Grazing)	Implement Plans	Implement Plans	Implement Plans
Prairie Potholes	1.735	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)	Implement Plans
Big Dry	1.372	Initiate Inventory	Complete Inventory	Complete URA/MFP	Complete ES
Mt. Foothills	1.054	Complete URA/MFP	Complete ES (Grazing)	Implement Plans	Implement Plans
West Central North Dakota (Coal)		Update Land Use Plans	Potential Lease Sale	--	--
Tongue River (Coal)		Update URA/MFP	Potential Lease Sale	--	--
Instant Wilder- ness Study Areas					
(Squaw Butte)		Complete <u>1/</u> Report	--	--	--
(Humbug Spires)		Complete ES/Report	--	--	--
(Beartrap Canyon)		Complete URA/MFP	Complete ES/Report	--	--
(Centennial Mtn.)		Complete URA/MFP	Complete ES/Report	--	--
<u>5100 - Expenses, ROW Processing</u>					
Colstrip 3 & 4 USGS and BR		Complete ES (Coordinated with Coal ES)	--	--	--

1/ Assumed to be "instant" study area without wilderness potential.

MONTANA

Evaluation

- Plan to support the Washington Office conducted Resources Functional Evaluation scheduled for August 10-21, 1979. The team will visit the Miles City and Butte District Offices.
- Plan to have the MSO Chief, Branch of Administrative Management serve as a team member on the WO conducted Wyoming GME scheduled for July 4-15, 1979.

Equal Employment Opportunity

Program for:

- Commitment of two positions to the Upward Mobility Program.
- 10 work-months for Cooperative Education Agreement students.
- 2 District Office EEO Seminars.

2110 - Building Construction

- Fire support facilities should reflect those project requirements of the Normal Fire Year Plan.
- Your cost targets are:

01 - Support

None

80 - Construction Operations

Lewistown D.O. Complex - Retardent Storage and
Vehicle Storage Shed

\$ 46,000

COST TARGET

\$ 46,000

- Your cost target for this project includes a reduction of \$20,000 to reflect the amount provided in FY 1978 for the construction of the retardent facility. The balance is to be used for the completion of the retardent facility and the vehicle storage shed.

- Details & Instructors Assignments

Mr. Hank Hammermark has been selected to participate in a WO WAR on the Maintenance and Safety of Dams. This will be a 2 week detail. Travel and per diem is to be paid for by the Montana State Office.

MONTANA

Mr. Otto Kruger has been selected to participate in a WO WAR on updating Manual Sections 9100-9104. This will involve a 2 week effort, 1 week of which will be to the WO Division of Engineering. Travel and per diem will be paid for by the WO Division of Engineering.

2130 - Transportation Construction

-01 - Support

General (9999)	\$ 25,000
Project Support	<u>10,000</u>
Subtotal	\$ 35,000

-82 - Roads

Camp Ah-Nei Construction (0222)	\$224,000
Moose Creek Road Construction Supervision (0143)	9,000
Beaver Branch Road S&D (0199)	9,000
Powderville Spurr Road S&D (0184)	<u>8,000</u>
Subtotal	\$250,000

-84 - Bridges

Upper Willow Creek Bridge Construction Supervision (0284)	\$ 4,000
North Fork Beauchamp Bridge Construction Supervision	<u>4,000</u>
Subtotal	\$ 8,000

TOTAL COST TARGET	<u>\$293,000</u>
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Construction and Maintenance Assistance Scheduled (DSC)

During FY 1979, the Service Center is planning to assist you with the projects listed below and shown in the Service Center's Specific Directives. They will contact you on project scheduling and information to be submitted for providing the assistance.

MONTANA

<u>Activity</u>	<u>Project Name</u>	<u>Remarks</u>
2110	Lewistown D.O. Complex	Fire Retardent and Vehicle Storage - Design
2210	Building Condition Surveys	Inspection of electrical service on building and wells.

2140 - Land and Easement Acquisition

- Your cost target includes a one-time increase of \$30.0 for contracting the survey of the following roads in support of your timber management program:

- Elk Creek, 7 miles
- Gimlet Gulch, 4 miles

2210 - Building Maintenance

- Your cost target includes a \$30.0 add-on to be used for the maintenance of the Miles City D.O. and upgrading the level of maintenance of other facilities.

2220 - Recreation Maintenance

- Your cost target includes a one-time \$28.0 add-on to be used for the replacement of the water system at Fort Meade (\$22.0) and the replacement of one pit toilet with a sealed vault unit (\$6.0).

4110 - Energy - Onshore

11 - Coal:

- Continue full support of manpower to the Northern Powder River ES team to insure the final statement is completed and filed with EPA by June 29, 1979.
- Continue full support of manpower to the Coalstrip ES project.
- Complete and issue the West Central North Dakota Regional Coal study.
- Complete the Glenharold site specific ES in a timely manner to insure that the short-term coal lease can be offered for lease by June 20, 1979.

MONTANA

- Update MFP's in the Northern Powder River and the West Central North Dakota ES areas in preparation for meeting a mid-1980 leasing schedule. Emphasize endangered species, unsuitability criteria, surface owner and Governor consultation and other requirements of FLPMA, SMCRA and FCLAA.
- Conduct appropriate inventories to facilitate updating MFP's in the Lower Yellowstone Region in 1980 for 1981 and out year leasing.
- EMRIA - include the following items in your AWP at the indicated planning levels:

Reclamation Studies

Ashland area (USBR)	\$ 150,000
Williams County, North Dakota area (USBR)	150,000

Water Resources Studies

Montana

Surface Water Network O&M Hydrologic Data Collection	158,200
Ground Water Network O&M	46,000
Lease Tract Investigation at Prairie Dog Creek, Ashland and West Otter	120,000
Observation Wells	23,000
Water Quality Modeling	56,000
Channel Geometry	20,000
Beaver Creek Gage	11,800
Wells North of Yellowstone	37,000
Prairie Dog Creek Modeling	70,000
Drilling by MQMC	90,000
Benthic Study	26,000
Sulfur Cycle Study	17,000
Soil Inventory SCS	50,000

North Dakota

Beulah Trench Study	66,400
Wibaux Beach	71,000
Rattlesnake Butte	151,000
McKenzie County	6,400
Coal Study - USGS, GD	49,500

TOTAL

\$1,337,500

- The \$1,365,000 for procurement items will be held in WO.

MONTANA

4210 - Lands and Realty Operations

Specific

- Complete the project stated in FY 1978 of updating and modernizing the records and status materials used in the Phoenix L&M School.

Congressional Add-on

Component 31

- Your cost target is increased by \$156,000 to reduce your case backlog.

Component 36

Mining Claim Recordation - your cost target is increased by \$120,000 to provide additional capability to record and file new mining claims within 90-days of location and record all old mining claims by October 21, 1979 as required by FLPMA. With this increase your revised base is \$170,000.

4310 - Forest Management

- Offer 9 MMBF of timber plus any carry-over of volume from prior years.
- Plan one staff trip (1 week) to Denver Service Center (January 1979) to assist D-340 in preparing BLM Manual Section 5200 (Intensive Inventory Supplement). Coordinate with D-340 for exact details.
- Plan one staff trip (1 week) to Denver Service Center to assist D-340 in preparing BIM Manual Section 5100 (Forest Management Planning). Coordinate with D-340 for exact details.

4320 - Range Management

- The following OPS items are first priority:

<u>Area Name</u>	<u>Action</u>
Missouri Breaks	- Complete ES
Mtn. Foothills	- Complete URA/MFP, Initiate ES
Prairie Pothole	- Complete Inventory
Big Dry	- Initiate Inventory

- Considering computer capability, your estimate of costs for issuing permits is excessive, therefore, your projected deficit in 4320 of \$145,500 is not realistic.

MONTANA

Cost Target Adjustments

- Congressional Add-on (one-time)

- 43 - Wild Horse and Burro Management

- \$10,000 for capture, disposal and administration.
- Your inventory capability has been reduced by \$300,000 as these funds were identified as surplus to your needs. The funds have been reallocated on a Bureauwide basis to meet inventory needs associated with the ES effort. These funds will be subject to reallocation again in FY 1980 based on Bureauwide needs.

4330 - Recreation Management

Component 45 - Cultural Resource Management

- Interim Protection. Your cost target includes a one-time allocation of \$59,000 for the following work:
 - \$30,000 for the stabilization of priority historic structures at Garnet.
 - \$20,000 for stabilization of the PM Warehouse (Judith Landing)
 - \$9,000 for limited salvage of the Taylor/Siegal Site.
- Congressional Add-on. \$30,000 is provided for Class II inventories to provide data for URA efforts in Miles City and/or Lewistown Districts.

Component 46 - Visual Resource Management

- Plan to participate, with USFS, in the Landform Modification Seminars (est. 1.0 WM).

Component 47 - Natural History Resource Management

- Congression Add-on. \$4,000 is provided for protection of Mystery Cave.

Component 48 - Wilderness Management

- Submit a completed report to the Director (370) for the Humbug Spires "instant" study area by September 1979.
- Complete the wilderness inventory at least on the "instant" study areas and the "overthrust belt" areas.
- Your cost target for wilderness, reduced by \$34,000 to fund a regional analysis and a 4800/leave adjustment, is a total of \$310,000.

MONTANA

Component - 49/50/51 - Recreation Management

- Continue to give high priority to the Upper Missouri Wild and Scenic River Management area. Shift emphasis from planning to implementation of priority portions of the management plan with emphasis on use supervision.
- Congressional Add-on
 - \$15,000 is provided for implementation of the special recreation permit regulations.
 - \$55,000 is provided for final ORV designation of at least 240,000 acres at Ft. Meade, Upper Missouri, Square Butte, Pryor Mtns., and Red Lodge.

4340 - Soil, Water, and Air Management

- \$319,000 is permanently reduced from your base due to Bureauwide readjustment made for the Range ES areas.
- Emphasize instream flow quantifications, water use inventory implementation, and water rights assertions.
- Initiate a water resource inventory in the Headwaters and Garnet Range ES Areas.
- One-time cost target increases include:
 - \$22,000 for the Missouri River instream flow study.
 - \$18,000 to support water rights efforts.
 - \$6,000 to support soil inventories.
 - Congressional Add-on of \$213,000 for soils inventory in the Big Dry ES area.
- The Lewistown District should program a minimum of one WM in support of the rainfall simulation project (DSC-350).

4350 - Wildlife Habitat Management

OPS Items

- Your cost target includes \$409,000 to conduct wildlife inventories as per your Planning/Environmental Statement schedule and is comprised of the following adjustments:

\$260,000 - PAWP inventory increase (one-time)
44,000 - Congressional Add-on (one-time)
105,000 - Base capability - inventories

\$409,000 - Adjusted Inventory Capability

MONTANA

OPS Items (continued)

- Your cost target includes a one-time increase of \$100,000 for identification and inventory of the following threatened or endangered species:

Bald Eagle
Rocky Mountain Wolf

- Implement the following Sikes Act habitat management plans (HMP's) with the one-time cost target increases indicated:

<u>Name</u>	<u>Funding</u>
Prairie Potholes (PAWP)	\$167,000
Prairie Potholes (Add-on)	10,000
Lima Reservoir (Add-on)	40,000

Other Items

- For all components refer to Wildlife Habitat Management General Directives.
- Your cost target includes an increase of \$122,000 to initiate mandatory consultation with FWS and NMFS as required by Section 7 regulations of the Endangered Species Act.

4360 - Fire Management

- Provide the following assistance in fire training:

- Development.

1. Interagency Fire Training Evaluation System (1 WM). Review Draft Position Standards documents for all NIFQS positions. Review period, March through June 1979. Documents should be reviewed by personnel qualified in the position.

2. Course Development.

- A. (1/2 WM) Review Fire Business Management S-260. Review period, June through September 1979. Qualified Finance Chief and AO's should review.

- B. Basic Firefighting Training: (1/2 WM; 2 week travel to East Coast location) individual with strong line-experience at Crew Boss level to provide BLM input to development of Basic Firefighting Training S-130. Development is being led by State of North Carolina.

- Allow 1 WM for correcting historic fire edit runs.
- Coordinate building construction for permanent or temporary facilities with Engineering in the State Office, and the revised Normal Fire Year Plan.

MONTANA

- One-time cost target increases include:

- \$17,000 for training to implement NIFQS
- \$4,000 for roll bars
- Plan one WM for participation on a Modified Suppression Handbook Task Force.

4410 - Planning

60 - Multiple Use Resource Planning

Update/revise those URA/MFPs that will be used in the preparation of the Mountain Foothills Grazing Environmental Statement, which is scheduled to be prepared during FY 1980. Also update/revise that part of those URA/MFPs which will be used to evaluate the Squaw Butte, Humbug Spires, Beartrap Canyon, and Centennial Mountain instant wilderness study areas. In addition to the above, update those portions of the land use plans in the West Central North Dakota and Tongue River areas to incorporate Department of the Interior coal lease suitability criteria. These criteria should be issued in the near future.

Plan to conduct the Bureau Planning System Quality Workshop during December 5-7, 1978 and in accordance with Instruction Memorandum No. 78-363.

4420 - Data Management

- Your PAWP cost target was in error and is adjusted as follows:

Cost Target in PAWP	\$154,000
Error in PAWP	-7,000
FY 1978 one-time increases:	
Mailing List	-5,000
Mining Claim Recordation	-23,000
Mining Claim Recordation - Equipment	<u>-10,000</u>
Revised PAWP Cost Target	\$109,000
Additional Cost Target Adjustments for Other Programs:	
Slope Mapping	-15,000
VIEW-IT	-20,000
B/C Analysis	<u>-3,000</u>
FY 1979 Base Cost Target	<u>\$71,000</u>

Component 61

See General Directives.

See Subactivity 4210 for funding of Mining Claim Recordation work.

MONTANA

4500 - Cadastral Survey

- Prepare formal report for Professional Journal publication on the use of the Laser Range Pole for Cadastral Survey Section Subdivision. Include detailed cost benefit analysis.

4700 - Law Enforcement

- Allocate \$19,000 for contracts and cooperative agreements with local law enforcement agencies

8100 - Range Improvement

- Receipts to be allocated to Districts \$405,000

9400 - Land and Water Conservation Fund

- The importance of moving ahead with an aggressive acquisition program on the Upper Missouri Wild and Scenic River can not be over-emphasized. However, the additional positions you requested are not available in FY 1979. Therefore you must adjust your priorities to accommodate this program within your present manpower capability.

In your AWP submission indicate any problems you will have in obligating your FY 1979 cost target as well as provide an estimate of the relocation costs you referred to in your PAWP submission. Your cost target does not include any FY 1978 carryover. Once this carryover figure is calculated your cost target will be adjusted accordingly.

9700 - Forest Pest Control

- Your cost target of \$76,000 is for the following projects:

- Mistletoe Control (thinning)		
Garnet RA	(120 acres)	\$ 21,000
- Bark Beetle Survey South Dakota	(6,000 acres)	20,000
- Bark Beetle Control (thinning)		
South Dakota	(150 acres)	28,000
- Bark Beetle Control (Tree Treatment) South Dakota		<u>7,000</u>
	TOTAL	<u>\$ 76,000</u>

9800 - Cadastral Survey

- Your cost target of \$26,000 should be programmed in accordance with the priorities received from the Forest Service Regional Forester. Also plan for an additional \$30.0 from the FS, Regional.

State MONTANA
By

Subject FY 1979 ANP COST CONTROLS

AVG Work Month	4110	4120	4130	4140	4210	4310	4320	4330	4340	4350	4360	4410	4420	4500	4700	4800
1. PAMP Cost Target 6/1/78																
2. FY 79 Budget 4800 and Leave Adjust.	1852		2050		1650	1650	1700	1800	2050	2000	2150	1750	2000	1750	2250	4800
3. FY 78 Pay Rate Actualization Reduction	1525		333		786	496	3202	643	703	609	153	94	154	448	47	234
4. Other Program Adjust. (See Spec. State Dir.)	-8		-3		-5	-10	-125	-64	+11	-1	-1	-150	-6	-4	-5	-6
5. Congressional Add-ons:																
BUILDING CLAIM REFORMATION					+120											
CASE BACKLOG PRESENTING					+156											
WILD HORSES & BURROS																
COAL	+725															
SOILS INVENTORY																
ENDANGERED SPECIES INVENT										+100						
SEASON 7 CONSULTATION										+122						
SIXES ACTS										+50						
ORV																
CULTURAL & NAT HIST. PROTECTION																
P.C. PERMITS																
FIRE MANAGEMENT																
MINING LAW ADMINISTRATION																
9. BASE ADJUSTMENT - NIEYP			+152													
6. VCC																+28
VACC																+108
8. Congressional Cuts - Law Enforcement																
Total	2242		482		1067	483	1730	736	645	920	459	758	71	483	-10	32494
4800 Adjusted - Congressional Add-ons Only																
Revised Total																

Travel Ceiling: 7692

STATE MONTANA

NY 2230-77

NEVADA

Table of Organization

- Your FY 1979 T/O is 326.
- Your EOY other-than-permanent full-time (OPFT) position ceiling is 267.
- See General Directives for information and guidance on manpower control and the employment situation for FY 1979.

OPS Items

Complete soils, vegetation, and wildlife inventories for two (2) range environmental statements (ES) scheduled for FY 1981, and initiate inventories for three (3) ES's to be prepared in FY 1982.

Complete the preparation of one (1) grazing ES.

Complete ES and final report on one (1) wilderness "instant" study area and prepare final reports on five (5) additional study areas.

Identify and inventory habitats of four (4) federally listed threatened or endangered species on public lands.

Implement two (2) Sikes Act habitat management plans (HMP) in cooperation with the State wildlife management agency.

Complete accelerated wilderness inventory up to, but not including, the 90-day public comment period, on all non-instant study area public lands.

Planning/Environmental Schedule

<u>Geographic Area Name</u>	<u>Acres (Million)</u>	<u>FY 1979</u>	<u>FY 1980</u>	<u>FY 1981</u>	<u>FY 1982</u>
Caliente	3.414	Complete ES (Grazing)	Implement Plans	Implment Plans	Implement Plans
Tonopah	3.750	Complete URA/MFP	Complete ES (Grazing)	Implement Plans	Implement Plans
Paradise- Denio	3.642	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)	Implement Plans
Sonoma- Gerlack	4.563	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)	Implement Plans

<u>Geographic Area Name</u>	<u>Acres (Million)</u>	<u>FY 1979</u>	<u>FY 1980</u>	<u>FY 1981</u>	<u>FY 1982</u>
Las Vegas	3.314	Initiate Inventories	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)
Schell	4.182	Initiate Inventories	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)
Reno	0.681	Initiate Inventories	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)
Instant Wilderness Study Areas	42.627				
(Mountain Meadow)		Complete <u>1</u> / Report			
(Bristlecone Pine)		Complete <u>1</u> / Report			
(Pigmy Sage)		Complete <u>1</u> / Report			
(Swamp Cedar)		Complete <u>1</u> / Report			
(Shoshone Ponds)		Complete <u>1</u> / Report			
(Red Rocks/Pine Creek)		Complete ES/Report			
(Pinyon/Joshua Tree)		Complete URA/MFP	Complete ES/Report		
(Goshute Canyon)		Complete URA/MFP	Complete ES/Report		
(Sunrise Mountain)		Complete URA/MFP	Complete ES/Report		
(Virgin Mountain)		Complete URA/MFP	Complete ES/Report		
(Lahonton Cutthroat Trout)		Complete URA/MFP	Complete ES/Report		
Nellis AFB DOD		Complete ES (Lands)			

1/ Assumed to be "instant" study area without wilderness potential.

NEVADA

Evaluation

- Plan to support the WO conducted Management Services Functional Evaluation scheduled for February 26 - March 9, 1979. The team will visit the Carson City and Elko District Office.
- Plan for your Associate State Director to serve as a team member on the Oregon GME scheduled for October 16-27, 1978.

Equal Employment Opportunity

Program for:

- Commitment of three positions to the Upward Mobility Program.
- Work-months to provide work experience for two students under the Cooperative Education Agreement Program.
- 2 District Office EEO Seminars.

2110 - Building Construction

- Fire support facilities should reflect those project requirements of the Normal Fire Year Plan.
- It is planned to have an A&E contract for the design of the total Elko District Office Complex this Fiscal Year.
- Your cost targets are:

01 - Support \$ 8,000

80 - Construction Operations

Elko District Office Complex - A&E Contract (Total Complex Design)	110,000
Elko District Office Complex - Project No. 0173	<u>792,000</u>
COST TARGET	<u>\$910,000</u>

- Details and Instructors Assignments

Mr. Jack Sorenson has been selected to participate in a WO WAR on Transportation Inventory. This will be a 2 week detail to the WO Division of Engineering. Travel and per diem will be paid for by the WO Division of Engineering.

NEVADA

John Fung is to plan on participating in a two week detail to DSC to develop STANDARD YACC Camp Building Requirements. Travel and per diem will be paid by the NSO.

2130 - Transportation Construction

-01 - Support

General (9999)	\$ 33,000
Project Support	<u>2,000</u>

Subtotal	\$ 35,000
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-84 - Bridges

Haystack Bridge S&D (0196)	\$ <u>3,000</u>
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Subtotal	\$ 3,000
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TOTAL COST TARGET	<u>\$ 38,000</u>
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2140 - Land and Easement Acquisition

- Your cost target includes an increase of \$40.0 to fund the full-time ATROW position you are establishing in the Elko District.

2210 - Building Maintenance

- Your cost target includes a \$40.0 add-on to be used to upgrade the level of maintenance on all facilities.

2220 - Recreation Maintenance

- Your cost target includes a one-time \$18.0 add-on to be used for the replacement of three (3) pit toilets with sealed vault units.
- Also include in your cost target is a one-time increase of \$50.0 to provide for the major repair work needed on the Walker Creek site.

Construction and Maintenance Assistance Scheduled (DSC)

During FY 1979, the Service Center is planning to assist you with the projects listed below and shown in the Service Center's Specific Directives. They will contact you on project scheduling and information to be submitted for providing this assistance

NEVADA

<u>Activity</u>	<u>Project Name</u>	<u>Remarks</u>
2110	Elko D.O. Complex	A&E Design Review
2110	Elko D.O. Complex - Phase I	Construction - Review Inspection warehouse, shop, fire dispatch
4360	Fire Station Design	Design needed facilities including water and sewer
2120	Red Rock - Visitor Center	ES & ME construction Review inspection
2130	Haystack Bridge	Design

4110 - Energy, Onshore

12 Geothermal: Plan to procure base data in cooperation with the Geological Survey on the Black Rock Desert as described by NSO Memo of June 30, 1978. To accomplish this effort, your FY 1979 4110 cost target includes a one-time increase of \$119,000. Provide Director 700 with quarterly progress reports on this important effort during FY 1979.

4130 - Non-Energy, Onshore

Program \$5,000 for BLM's portion of the reclamation study to be conducted in the Battle Mountain District under the proposed 43 CFR 3809 regulations. This study, in conjunction with the U.S. Forest Service and the Citizens for Mining (Nevada), will provide key information regarding revegetation techniques and costs which are essential in designing reclamation plans for small mined areas in Northern Nevada. The reclamation of a 5-acre site provided by Milchen, Inc., will demonstrate the feasibility of reclamation to the mining industry in Nevada and elsewhere under the 43 CFR 3809 regulations. This study must be completed during November 1978. The Battle Mountain District Manager is authorized to enter into a cooperative agreement with the Forest Service and Milchen, Inc., to conduct this reclamation study. Properly conducted and executed, the study will provide an excellent opportunity to test the proposed regulations and dispel much of the resistance to the regulations by the mining industry in Nevada.

4210 - Lands and Realty Operations

Specific

Issue a patent to the University of Nevada for the BLM lands contained in the Gund Ranch within 150 days after receipt of a completed application.

NEVADA

Congressional Add-ons

Component 31

Unintentional Trespass - your cost target is increased by \$10,000 to complete your remaining UTA's by October 21, 1981.

Component 31

Non-Energy Related Realty - your cost target is increased by \$149,000 to carry out an accelerated land sale program or assist you with your Carey Act filings if they are received.

Component 36 - Mining Claim Recordation

Your cost target is increased by \$ 60,000 to provide additional capability to record and file all new mining claims within 90 days of location and record all old mining claims by October 21, 1979 as required by FLPMA. With this increase your revised base is \$110.0

4310 - Forest Management

- Continue to meet local demand for minor forest products.

4320 - Range Management

The following OPS items are first priority:

<u>Area Name</u>	<u>Action</u>
Caliente	- Complete ES
Tonopah	- Complete URA/MFP, initiate ES
Paradise - Denio	- Complete Inventory
Sonoma - Gerlach	- Complete Inventory
Las Vegas	- Initiate Inventory
Schell	- Initiate Inventory
Reno	- Initiate Inventory

Cost Target Adjustment

- Congressional Add-on (one-time)

43 - Wild Horse and Burro Management

- \$75,000 for capture, disposal and administration

NEVADA

44 - Grazing Management

- \$1,187,000 for inventory
- Inventory adjustment

44 - Grazing Management

- Your cost target includes \$1,000,000 one-time increase for inventory adjusted from other states having excesses. This inventory adjustment is subject to reallocation each year depending on Bureauwide needs.

4330 - Recreation Management

45 - Cultural Resource Management

- Interim Protection. Your cost target includes a one-time allocation of \$58,000 for the following work:
 - \$26,000 for limited salvage, fencing and other protection work at Rock Mill Station.
 - \$10,000 for Painted Cave limited salvage.
 - \$4,000 for limited salvage and signing of the Simpson Wells site.
 - \$18,000 for patrol/surveillance of critical cultural resources.
- Congressional Add-On: \$50,000 is provided for Class II inventories to provide data for the Black Rock Desert and/or State Line/Virgin Valley URA efforts.

46 - Visual Resource Management

- Organize and lead the computer graphics training sessions (6000-7 and 6000-8) scheduled for March and April 1979 in Denver, Colorado.
- Complete the final manuscript of Chapter II (Utilities) of the VRM/Energy publication by April 1979. Plan to attend a one-week work session in Denver, Colorado. (November 1978.)

47 - Natural History Resource Management

- Prepare a Natural Area Status Report per IM 78-175.

NEVADA

48 - Wilderness Management

- Submit completed reports to the Director (370) for the following "instant" study areas by the dates indicated: Red Rocks (Pine Creek) (September 1979) and Virgin Mountain (December 1979). Consider combining Virgin Mountain with Arizona areas (Paiute, Turbinella/Gamble Oak) into one environmental statement effort.
- Your cost target for wilderness, reduced by \$129,000 to fund a Bureau-wide regional analysis and a 4800/leave adjustment, is a total of \$780,000.

49/50/51 - Recreation Management

- Congressional Add-On:

- \$25,000 is provided for implementation of the special recreation permit regulations.
- \$129,000 is provided for final ORV designations on at least 2.85 million acres of priority critical areas and priority planning areas per your response to IM 78-333.
- \$215,000 is provided for completion of the interpretive design plan and the fabrication of interpretive facilities for Red Rocks; \$45,000 of the \$215,000 is a one-time increase.

4340 - Soil, Water, and Air Management

- Emphasize hiring of a permanent full-time Hydrologist to implement the Water Resources Program and associated water studies.
- Any streamflow equipment and watershed study instrument costs must come from your base.
- Implement a water quality inventory in coordination with D-350 and USGS.
- One-time cost target increases include:
 - \$40,000 to support water rights filings.
 - \$1,337,000 to conduct inventories for the Range ES Areas.

NEVADA

4350 - Wildlife Habitat Management

- OPS Items

- Your cost target includes \$490,000 to conduct wildlife inventories as per your planning/environmental statement schedule, and is comprised of the following adjustments:
 - \$ 20,000 - PAWP inventory increase (one-time)
 - 188,000 - Congressional add-on (one-time)
 - 282,000 - Base capability-inventory
 - \$490,000 - Adjusted inventory capability
- Your cost target includes a one-time increase of \$150,000 for identification and inventory of the following threatened or endangered species' habitats.
 - Bald eagle
 - Pahranagat bonytail
 - Lahonton cutthroat trout
 - Moapa dace
- Implement the following Sikes Act habitat management plans (HMP's)

<u>Name</u>		<u>Funding</u>
Alkali Lake	(PAWP)	\$65,000
Fox Mountain	(Add-on)	\$30,000

Other Items

- For all components refer to Wildlife Habitat Management General Directives.
- Your cost target includes an increase of \$40,000 to initiate mandatory consultation with FWS and NMFS as required by Sec. 7 regulations of the Endangered Species Act.
- Your cost target includes a one-time Congressional add-on of \$20,000 for the development of a cooperative habitat management plan (HMP) with the State on Bighorn Sheep restoration in Las Vegas District

4360 - Fire Management

- Provide the following assistance in fire training:
 - Development.
 1. Interagency Fire Training Evaluation System (1 WM). Review Draft Position Standards documents for all NIFQS positions. Review period, March through June 1979. Documents should be reviewed by personnel qualified in the position.

NEVADA

2. Course Development.

A. Finance Chief, S-460 and Fire Business Management, S-260

- (1). (1/2 WM) Review Finance Chief, S-460. Review period, June through September 1979. Qualified Finance Chief and AO's should review.
- (2). (1/2 WM) Review Fire Business Management, S-260. Review period, January through September 1979. Qualified Finance Chief and AO's should review.
- (3). Coordinate and present one test course for Fire Business Management, S-260, using qualified instructors and trainees from Nevada and surrounding States. Course should be scheduled during period of April or May. Coordinate scheduling with BIFC by January 1, 1979, and submit evaluation results by June 15, 1979.

B. (1 WM) Review and evaluate Tanker Boss, S-214. Review period October 1978 through February 1979.

C. Basic Firefighter Training: (1/2 WM; 2 weeks travel to East Coast location) District FMO with strong line experience of Crew Boss level to provide BLM input to development of Basic Firefighting Training, S-130. Development is being led by State of North Carolina.

- Allow 3 WM's for correcting historic fire edit runs.
- Coordinate building construction for permanent or temporary facilities with Engineering in the State Office, and the revised Normal Fire Year Plan.
- One-time cost target increases include:
 - \$63,000 to replace one field station
 - \$16,000 for portable retardent pump
 - \$7,000 for roll bars
 - \$5,000 for fire EIS

NEVADA

4410 - Planning

60 - Multiple Use Resource Planning

Update/revise those URA/MFPs that will be used in the preparation of the Tonopah Grazing Environmental Statement, which is scheduled for preparation during FY 1980. Also update/revise that part of those URA/MFPs which will be used to evaluate the Mountain Meadow, Brislecone Pine, Pygmy Sage, Pine Creek Canyon, Pinyon-Joshua Tree, Goshute Canyon, Swamp Cedar, Shoshone Ponds, Sunrise Mountain, Virgin Mountain, and Lahenton-Cutthroat instant wilderness study areas.

4420 - Data Management

- Your cost target has been adjusted for a contract service that will be available in-house in FY 1979.

FY 1979 preliminary cost target	\$120,000
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Adjustment - University of Pennsylvania Remote Sensing	<u>-10,000</u>
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FY 1979 Base Cost Target	\$110,000
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- Reassess your expenditures for computer time at the Univeristy of Nevada, Reno.

Component 61

See General Directives

See Subactivity 4210 for funding of Mining Claim Recordation work.

4500 - Cadastral Survey

- If not already considered, develop an overall plan for large-scale independent resurveys in Northern Nevada. Consider two options by airborne inertial surveys or by conventional means. Discuss this project in detail in your AWP narrative.

4700 - Law Enforcement

- Allocate \$35,000 for contracts and cooperative agreements with local law enforcement agencies.

NEVADA

4800 - Program Services

General

- Plan for a representative to spend 2 weeks working with DSC (D-520) to develop motor vehicle management guidelines and procedures.

Component 03 - Administrative Operations - Cartography

- Program as necessary, work-months and funds for the completion and printing of the new 1:500,000-scale Nevada State map. Status colors will be the same as on the 1:100,000-scale series.

8100/8200 - Range Improvement

- Receipts to be allocated to Districts \$641,000

TOTAL COST TARGET \$641,000

9800 - Cadastral Survey

- Your cost target of \$20,000 should be programmed in accordance with the priorities received from the Forest Service Regional Forester.

By

[illegible]

Shovel Celling: 7629

Table of Organization

- Your FY 1979 T/O is 323.
- Your EOY other-than-permanent full-time (OPFT) position ceiling is 183.
- Refer to General Directives for information and guidance on manpower control and the employment situation in FY 1979.

Operational Planning System (OPS)

- Complete soils, vegetation, and wildlife inventories for one (1) range environmental statement (ES) scheduled for FY 1981, and initiate inventories for one (1) ES to be prepared in FY 1982.
- Complete the preparation of two (2) grazing ES's.
- Implement allotment management plans (AMP) covered by the one (1) final grazing ES.
- Complete ES and final report on one (1) wilderness "instant" study area.
- Identify and inventory habitats of two (2) federally listed threatened or endangered species on public lands.
- Implement three (3) Sikes Act habitat management plans (HMP) in cooperation with the State wildlife management agency.
- Complete accelerated wilderness inventory up to, but not including, the 90-day public comment period, on all "non-instant study area" public lands.
- Complete Star Lake - Bisti regional coal ES by February, 1979.
- Issue the following short-term coal leases by the dates indicated: Amcoal (3/79), General Portland (5/79), Carbonex (5/79), Ferrell Cooper (7/79), Western Coal Company (8/79), and Carbonex Coal Co. (9/79).

Planning/Environmental Schedule

Geographic Area Name	Million Acres	FY 1979	FY 1980	FY 1981	FY 1982
Rio Puerco	0.393	Implement Plans	Implement Plans	Implement Plans	Implement Plans
E. Side Roswell	1.592	Complete ES (Grazing)	Implement Plans	Implement Plans	Implement Plans
E. Socorro	.869	Complete ES (Grazing)	Implement Plans	Implement Plans	Implement Plans

Geographic Area Name	Million Acres	FY 1979	FY 1980	FY 1981	FY 1982
San Juan	0.973	Complete URA/MFP	Complete ES (Grazing)	Implement Plans	Implement Plans
McGregor Range	0.515	Complete URA/MFP	Complete ES (Grazing)	Implement Plans	Implement Plans
Southern Rio Grande	2.153	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)	Implement Plans
Westside Socorro	0.929	Initiate Inventories	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)
Instant Wilder- ness Study Areas (Mathers)		Complete URA/MFP	Complete ES/Report		
(Guadalupe Canyon)		Complete URA/MFP	Complete ES/Report		
(El Malpais)		Complete ES/Report			
(Nuclear Waste) (DOE)		Complete ES (Lands)			
<u>5100 - Expenses, ROW Processing</u>					
Shell CO ₂ Pipeline		Complete ES (Lands)			
Bisti - Prewitt (REA)		Complete ES (Lands)			
Ojo - Taos (REA)		Complete ES (Lands)			

Evaluation

- Plan to have your Associate State Director serve as a team member on the California GME scheduled for February 5-16, 1979.

Equal Employment Opportunity

Program for:

- Commitment of three positions to the Upward Mobility Program.
- Work-months to provide work experiences for two students under the Cooperative Education Agreement Program.
- 2 District Office EEO Seminars.

NEW MEXICO

- Attendance of Hispanic Employment Program Coordinator at national and/or regional IMAGE, LULAC, or American GI Forum conferences.

110 - Building Construction

Your cost targets are:

01 - Support \$ 1,000

80 - Construction Operations

Farmington Office - Basement Addition - Project
No. 0100 \$ 4,000

COST TARGET \$ 5,000

Details and Instructors Assignments

Mr. Harold Payne has been selected to participate in two WO WAR's. A WAR on updating the 9100-9104 Sections of the Manual and a WAR on Maintenance and Safety of Dams. Travel and per diem on updating the 9100-9104 Manual Section will be paid for by the WO Division of Engineering. Travel and per diem for the Maintenance and Safety of Dams is to be paid for by the New Mexico State Office.

120 - Recreation Construction

Your cost targets are:

01 - Support

None

80 - Construction Operations

Cave Protection - Project No. 0603 \$ 28,000

Aquirre Springs Recreation Area 2,000

COST TARGET \$ 30,000

130 - Transportation Construction

-01 - Support

General (9999) \$ 26,000

Project Support 8,000

Subtotal \$ 34,000

NEW MEXICO

-82 - Roads

Organ Mountain East Construction (0301)	\$780,000
Ignacio-Chavez Road S&D (0111)	13,000
Piedra-Lumbre Road S&D (0104)	5,000
El Malpais Road S&D (0122)	4,000

Subtotal	\$802,000
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TOTAL COST TARGET	<u>\$836,000</u>
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Construction and Maintenance Assistance Scheduled (DSC)

During FY 1979, the Service Center is planning to assist you with the projects listed below and shown in the Service Center's Specific Directives. They will contact you on project scheduling and information to be submitted for providing this assistance.

<u>Activity</u>	<u>Project Name</u>	<u>Remarks</u>
2120	Cave Protection	Design Review
	YCC/YACC Projects	Modify group shelter plan prepared for Socorro YCC. Add outdoor kitchen, bathhouse, and storage.

2210 - Building Maintenance

- Your cost target includes a one-time \$10.0 add-on to provide for energy conservation measures at the Rio Grande Gorge Visitor Center and one-time maintenance items at the Farmington Resource Area Office.

4110 - Energy - Onshore

-11 Coal: Continue preparation of Star Lake-Bisti Regional Environmental Statement to be completed and filed with EPA by February 16, 1979.

- Complete preparation of EAR for Amcoal short-term lease application by December 1, 1978, prior to pre-sale evaluation and processing required to hold the competitive lease sale early in 1979.

- Continue preparation of ES for Camp Swift (Texas) coal lease application.

- Begin preparation of ES for Western Coal Company NM 28093, San Juan Deep Mine short-term lease application upon completion of Star Lake-Bisti Regional ES.

NEW MEXICO

- Prepare EAR's and ES's as required for lease applications that comply with the standards established in the NRDC v. Hughes amended court order of June 14, 1978, particularly the cases in Oklahoma.
- Update MFP's in the Star Lake-Bisti Regional ES area and conduct appropriate inventories for 1981 and out year leasing. Emphasis should be placed on endangered species, unsuitability criteria, surface owner and Governor consultation, and other requirements of FLPMA, FCLAA and SMCRA.
- EMRIA: Include the following items in your AWP at the indicated planning levels:

New Mexico

Water Characterization	\$ 24,000
Hydrologic Modeling - USGS, WRD	46,000
Hydrologic Surveillance of Coal Lease Areas - USGS, WRD	130,000
Coal Study - USGS, GD	29,000

Oklahoma

Regional Overburden Characterization - USBR or private contract	250,000
Hydrologic Modeling - USGS, WRD	91,700
Test Drilling - USGS, WRD	79,800
Blocker Area Study - USGS, WRD	44,500
Rock Island Area Study - USGS, WRD	28,100
Red Oak Area Study	56,000
Stigler Area Study - USGS, WRD	47,700
Coal Study - USGS, GD	32,500
Geochemical Study	45,000
TOTAL	<u>\$904,300</u>

\$904,300 for procurement items will be held in WO.

4210 - Lands and Realty Operations

Congressional Add-ons

Component 30

Energy Related Realty - your cost target is increased by \$85,000 to help reduce your energy related realty case backlog to a pipeline basis.

Component 31

Non-Energy Related Realty - your cost target is increased by \$280,000 to implement the first alternative of funding at the intermediate level of your Rio Grande Unauthorized Occupancy Abatement Program. Refer to your 4500 Directives for your identified Cadastral Survey support for this program.

Component 36 - Mining Claim Recordation

Your cost target is increased by \$180,000 to provide additional capability to record and file all new mining claims within 90 days of location and record all old mining claims by October 21, 1979, as required by FLPMA. With increase, your revised base is \$130.0.

4310 - Forest Management

- Continue to meet demand for minor forest products.

4320 - Range Management

The following OPS items are first priority:

<u>Area Name</u>	<u>Action</u>
Eastside Socorro	- Complete ES
Eastside Roswell	- Complete ES
San Juan	- Complete URA/MFP, Initiate ES
McGregor Range	- Complete URA/MFP, Initiate ES
Southern Rio Grande	- Complete Inventory
Westside Socorro	- Initiate Inventory
Rio Puerco	- Implement AMP's

Cost Target Adjustment

- Congressional Add-on (one-time)

-43 Wild Horse and Burro Management

\$20,000 for capture, disposal, distribution centers and administration.

-44 - Grazing Management

\$797,000 for inventory
 \$192,000 for McGregor ES preparation
 \$989,000 Total

- One-time Adjustment

Each state was reduced a comparable amount to provide funds for the antelope fence study. Your cost target includes +\$118,000 for the study.

The remaining \$10,000 needed for the study (\$128,000) must be provided from within your base.

NEW MEXICO

4330 - Recreation Management

Component 45 - Cultural Resource Management

- Interim Protection. Your cost target includes a one-time allocation of \$73,000 for the following work:
 - \$20,000 for patrol/surveillance in critical resource areas.
 - \$53,000 for Phase I work for the following sites: Pierre's site, Cordora Homestead, Azabach Stage Station, Brunton Bend Site, and Huertas Ruins.

Congressional Add-on: \$55,000 is provided for Class II inventories to provide data for the Southern Rio Grande URA effort.

Component 46 - Visual Resource Management

- Complete the final manuscript of Chapter I (Minerals) of the VRM/ Energy Publication by April 1979. Plan to attend a one-week work session in Denver (November 1978).

Component 47 - Natural History Resource Management

Congressional Add-on: \$12,000 is provided for protection of critical caves.

Component 48 - Wilderness Management

- Submit a completed report to the Director (370) for the El Malpais "instant" study area by September 1979.
- Your cost target for wilderness, reduced by \$46,000 to fund a Bureau-wide regional analysis and a 4800/leave adjustment, is a total of \$360,000.

Components 49/50/51 - Recreation Management

Congressional Add-on:

- \$20,000 is provided for implementation of the special recreation permit regulations.
- \$80,000 is provided for final ORV designation of at least 2.05 million acres of priority critical areas and priority planning areas per your response to IM 78-333.

4340 - Soil, Water, and Air Management

- \$301,000 is permanently reduced from your base due to Bureauwide readjustments made for the Range ES Areas.
- Maintain and gather data on USGS gage in the Arroyo Chico.

NEW MEXICO

- One-time cost target increases include:
 - \$6,000 for inventory of fossils in the Zia Land Exchange Area.
 - \$23,000 to contract for water quality and quantity on the Sacramento ES Area.
 - \$5,000 for water adjudication efforts in the San Juan Basin.
 - \$105,000 to continue implementation of the Rio Puerco Watershed Management Plan. Additional funds needed must be taken from your base.
 - \$216,000 to conduct soil inventories. This is part of your identified need of \$492,000.
 - Congressional Add-on of \$120,000 to conduct soils inventories. This is part of your identified needs of \$492,000. The remaining balance of \$156,000 must come from your base.

4350 - Wildlife Habitat Management

OPS Items

- Your cost target includes \$355,000 to conduct wildlife inventories as per your planning/environmental statement schedule, and is comprised of the following adjustments:

\$300,000 - PAWP inventory increase (one-time)
-170,000 - Redistribution of PAWP increase
45,000 - Congressional Add-on (one-time)
180,000 - Base capability - inventory
\$355,000 - Adjusted inventory capability

- Your cost target includes a one-time increase of \$87,000 for identification and inventory of the following threatened or endangered species habitats:

Bald Eagle
Peco Gambusia

- Implement the following Sikes Act habitat management plans (HMP's):

<u>Name</u>	<u>Funding</u>
Desert Bighorn Restoration (PAWP)	\$70,000
Largo (add-on)	45,000
Rosa/Middle Mesa (add-on)	12,000

Other Items

- For all components, refer to Wildlife Habitat Management General Directives.

NEW MEXICO

- Your cost target includes an increase of \$40,000 to initiate mandatory consultation with FWS and NMFS as required by Sec. 7 regulations of the Endangered Species Act.
- Your cost target includes a one-time increase of \$27,000 to assist the funding of the antelope fencing study to begin in FY 1979.

4360 - Fire Management

- Provide the following assistance in fire training:

- Development.

1. Interagency Fire Training Evaluation System (1 WM). Review Draft Position Standards documents for all NIFQS positions. Review period, March through June 1979. Documents should be reviewed by personnel qualified in the position.
2. Course Development.

Finance Chief, S-460 and Fire Business Management, S-260 (1/2 WM). Review Finance Chief, S-460. Review period, June through September 1979. Qualified Finance Chief and AO's should review.

- Allow 1 WM for correcting historic fire edit runs.
- One-Time cost target increases include:
 - \$4,000 for roll bars.
 - \$24,000 to purchase 2 trucks.
 - Detail to WO for Manual revisions.
 - Plan one WM for participation on Modified Suppression Handbook Task Force.

4410 - Planning

General

- Plan to conduct the Bureau Planning System Quality Workshop during January 9-11, 1979 and in accordance with Instruction Memorandum No. 78-363.

60 - Multiple Use Resource Planning

Update/revise those URA/MFPs that will be used in the preparation of the San Juan and McGregor Range Grazing Environmental Statements which are scheduled for completion during FY 1980. Also update/revise that part of those URA/MFPs which will be used to evaluate the Mathers, Guadalupe Canyon, and El Malpais instant wilderness study areas.

4420 - Data Management

- Your cost target has been adjusted as follows:

FY 1979 preliminary cost target	\$ 83,000
Adjustment for excess contract computer time	-10,000
Adjustment for site preparation for data processing equipment	+20,000
FY 1979 Base Cost Target	\$ 93,000

Component 05

Contact the Division of Data Processing (D-200) and obtain a typical site layout for a data processing hardware configuration. We recognize that you have severe space problems. Assess your ability to have appropriate space and support personnel available by January 1, 1979.

See the General Directives for additional information.

Component 61

See General Directives.

See Subactivity 4210 for funding of Mining Claim Recordation work.

4500 - Cadastral Survey

- Your cost target includes a Congressional add-on for priority surveys along the Rio Grande of \$399,000. Alaska directives includes plans to assist you with volunteer personnel during the winter months, as requested by your office. Coordinate with Subactivity 4210 Lands and Realty Trespass Directives for Congressional add-on funds.

4700 - Law Enforcement

- Allocate \$2,000 for contracts and cooperative agreements with local law enforcement agencies.

8100/8200 - Range Improvements

- Receipts to be allocated to Districts	\$563,000
- Cost target for AMP Implementation Rio Puerco ES	444,000
TOTAL COST TARGET	\$1,007,000

NEW MEXICO

9400-Land and Water Conservation Fund

- Your cost target includes \$65,000 for the Aquirre Springs acquisition and \$70,000 for the Chama River project. The cost target does not include any FY 1978 carryover funds from the Rio Grande Wild and Scenic River. Once this carryover figure has been calculated your cost target will be adjusted accordingly.

The need to implment an aggressive land acquisition program using LWCF's can not be over-emphasized. Every effort should be made to move ahead in FY 1979 and complete the planned acquisitions. Indicate in your AWP submission any problems you may have in obligating your FY 1979 cost target.

9800 - Cadastral Survey

- Your cost target of \$10,000 should be programmed in accordance with the priorities received from the Forest Service Regional Forester.

Subject FY 1979 AWP COST CONTROLS

State NEW MEXICO

AVG Work Month	4110	4120	4130	4140	4210	4310	4320	4330	4340	4350	4360	4410	4420	4500	4700	4800
1. PAMP Cost Target 4/5/78																
2. FY 79 Bu/Slide 4800 and Leave Adjust.																
3. FY 78 Pay Raise Actualization Reduction																
4. Other Program Adjust. (See Spec. State Dir.)																
5. Congressional Aid - one:																
Undersecretary Summary																
DADA MANAGEMENT																
ADMIN. CLAM RECAPITULATION																
CASE ANALOG PROCESSING																
ENERGY AND PROCESSING																
GRAZING																
WILD HORSES & BHPROS																
GOAL																
SOILS INVENTORY																
ENDANGERED SPECIES INV.																
SECTION 7 CONSULTATION																
SIKES ACT																
ANTIC PAVED SOIL INV. Repros.																
ORV																
CULTURAL & NAT HIST PROT.																
REC PERMITS																
FIRE MANAGEMENT																
MINING LAW ADMINISTRATION																
9. BASE ADJUSTMENT - NEYP																
6. PCC																
8. Congressional Cuts - Law Enforcement																
Total																
4800 Adjustment - Congressional Add-on Only																
Revised Total																

Travel Cellings: 7520

NEW MEXICO

Subject	FY 1979	COST	TARGET	CONTROL	SHEET

[illegible]

Encl. 1-257

Table of Organization

- Your FY 1979 T/O is 1,097.
- Your EOY other-than-permanent full-time (OPFT) position ceiling is 549.
- Refer to General Directives for instruction and guidance on manpower control and the employment situation in FY 1979.

OPS Items

Complete soils, vegetation, and wildlife inventories for one (1) range environmental statement (ES) scheduled for FY 1981, and initiate inventories for two (2) ES's to be prepared in FY 1982.

Complete the preparation of one (1) wilderness "instant" study area, and prepare final reports on four (4) other study areas.

Identify and inventory habitats of three (3) federally listed threatened or endangered species on public lands.

Implement three (3) Sikes Act habitat management plans (HMP) in cooperation with the State wildlife management agency

Complete accelerated wilderness inventory up to, but not including the 90-day public comment period, on all "non-instant study area" public lands.

Planning/Environmental Schedule

<u>Geographic Area Name</u>	<u>Acres Million</u>	<u>FY 1979</u>	<u>FY 1980</u>	<u>FY 1981</u>	<u>FY 1982</u>
Drewsey	0.643	Complete ES (Grazing)	Implement Plans	Implement Plans	Implement Plans
Ironsides	1.002	Complete URA/MFP	Complete ES (Grazing)	Implement Plans	Implement Plans
Lakeview	3.336	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)	Implement Plans
Harney	2.668	Initiate Inventories	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)

OREGON

<u>Geographic Area Name</u>	<u>Acres Million</u>	<u>FY 1979</u>	<u>FY 1980</u>	<u>FY 1981</u>	<u>FY 1982</u>
Brothers	1.027	Initiate Inventories	Continue Inventories	Complete URA/MFP	Complete ES (Grazing
Klamath/Jackson		Complete ES (Timber)	--	--	--
South Coast/Curry		Complete URA/MFP	Complete ES (Timber)	--	--
All SYV's (Salem)		Complete Inventories	Complete URA/MFP	Complete ES (Timber)	--
Instant Wilder- ness Study Area					
(Brower Spruce)		Complete <u>1</u> / Report	--	--	--
(Douglas Fir)		Complete <u>1</u> / Report	--	--	--
(Little Sink)		Complete <u>1</u> / Report	--	--	--
(Wstern Juniper)		Complete <u>1</u> / Report	--	--	--
(Lost Forest)		Complete ES Report	--	--	--
So. Umpqua/Douglas		Initiate Inventories	Complete Inventories	Complete URA/MFP	Complete ES (Timber)
Sivslaw/Upper Will		Initiate Inventories	Complete Inventories	Complete URA/MFP	Complete ES (Timber)
<u>5100 - Expenses, ROW Processing</u>					
Northern Tier		Complete ES	--	--	--

1/ Assumed to be "instant" study area without wilderness potential.

Evaulation

- Plan to support the Washington Office conducted General Management Evaulation for October 16-27, 1978. The team will visit the Medford and Vale District Offices.

Equal Employment Opportunity

Program for:

- Commitment of three positions to the Upward Mobility Program.
- 10 work-months for Cooperative Education Agreement students.
- 6 District Office EEO Seminars.

2110 - Building Construction

- Your cost targets are:

01 - Support \$ 2,000

80 - Construction Operations

Lakeview D.O. Complex - Shop - Project No. 0101 300,000

COST TARGET \$302,000

- Details and Instructors Assignments

Mr. Dale Rector has been selected to participate in a WO WAR for updating the 9112 Manual Section. This will involve 2 weeks of effort, 1 week of which will be spent on detail to the WO Division of Engineering. Travel and per diem will be paid for by the WO Division of Engineering.

Mr. Bob Nova has been selected to participate in a WO WAR for developing Transportation Inventory procedures. The detail will require 2 weeks in the WO Division of Engineering. Travel and pre diem will be paid for by the WO Division of Engineering.

2120 - Recreation Construction

- Your cost targets are:

01 - Support

None

OREGON

80 - Construction Operations

Visitor Information Station Deschutes River - Project No. 0521	\$ 21,000
Visitor Information Station Rogue River	3,000
Visitor Information Station Owyhee River	<u>5,000</u>
COST TARGET	<u>\$ 29,000</u>

2130 - Transportation Construction

-01 - Support

General (9999)	\$ 37,000
Project Support	<u>11,000</u>
Subtotal	\$ 48,000

-82 - Roads

South Fork John Day Construction (0205)	\$163,000
Manning Creek S&D (0402)	<u>13,000</u>
Subtotal	\$176,000

-84 - Bridges

Squaw Creek Bridge S&D	<u>\$ 4,000</u>
Subtotal	\$ 4,000
TOTAL COST TARGET	<u>\$228,000</u>

2220 - Recreation Maintenance

- Your cost target includes a one-time \$77.0 Congressional add-on to be used as follows:

Replace 10 pit toilets with sealed vault units	\$60,000
Renovation of 18 family units	17,000

Construction and Maintenance Assistance Scheduled (DSC)

During FY 1979, the Service Center is planning to assist you with the projects listed below and shown in the Service Center's Specific Directives. They will contact you on project scheduling and information for providing this assistance.

OREGON

<u>Activity</u>	<u>Project Name</u>	<u>Remarks</u>
6110	Horning Tree Seed Orchard	Shop & Seed cleaning construction review inspection
6110	Salem D.O. Complex	A&E Design Review and construction review shop
2110	Lakeview D.O. Complex	Shop electrical construction review inspection
6110	Roseburg D.O. Complex	Storage & cooler A&E review
6120	Loon Lake Phase V	Complete design buildings and fish cleaning facilities
6120	Loon Lake	Electrical construction review inspection
2120	Oregon River Contact Station	Design review: Deschutes River (2); Rogue River (1); Owyhee River (1)

4210 - Lands and Realty Operations

Specific

- Complete the White Horse Ranch Exchange during FY 1979.

Congressional Add-ons

Component 31

Unintentional Trespass - your cost target is increased by \$5,000 to complete your remaining UTA's by October 21, 1981.

Component 31

Non-Energy Related Realty - your cost target is increased by \$295,000 to reduce your case backlog to a pipeline basis by 1984 and implement your trespass abatement program.

Component 36 - Mining Claim Recordation

Your cost target is increased by \$40,000 to provide additional capability to record and file all new mining claims within 90 days of location and record all old mining claims by October 21, 1979 as required by FLPMA. With this increase your revise base is \$90.0

OREGON

4310/6310 - Forest Management

Componnet 40 - Oregon (Western)

- Continue to implement the western Oregon Allowable Cut Plan as established by the Secretary on July 1, 1971.
- Complete the Final Timber ES for the Jackson/Klamath STU's.
- Your 6310 cost target is reduced by \$10,000 to fund the Douglas fire progeny research study by Oregon State University. The funds will be held in the WO for this study.
- Your 6310 cost target includes a \$475,000 Congressional add-on for precommercial thinning on an additional 3,500 acres (\$350,000) and forest fertilization of an additional 1,500 acres (\$125,000).

Component 41 - Oregon (Eastern)

Offer 17 MMBF from the eastern Oregon STU's and Spokane District.

Component 41 and 42

- Plan a minimum of 0.75 work-months and necessary travel to Denver Service Center to assist D-340 in preparing BLM Manual Sections 5100 (Forest Management Planning) and 5200 (Forest Inventory). Coordinate with D-340 for exact details.
- Plan 4.0 work-months and necessary travel to Denver Service Center to assist D-340 in preparing BLM Manual Section 5300 (Timber Measurements). Coordinate with D-340 for specific details.

4320 - Range Management

The following OPS items are first priority:

<u>Area Name</u>	<u>Action</u>
Drewsey	- Complete Es
Ironside	- Complete URA/MFP, Initiate ES
Lakeview	- Complete Inventory
Harney	- Initiate Inventory
Brothers	- Initiate Inventory

Cost Target Adjustment

- Congressional Add-on (one-time)
- 43 - Wild Horse and Burro Management
 - \$10,000 for capture, disposal, distribution centers and administration.
- 44 - Grazing Management
 - \$154,000 for inventory.
- Grazing Management
 - In your narrative, outline accomplishments to date and identify work to be accomplished in FY 1979 for Tansy Ragwort Weed Control with your \$100,000 allocation.

4330/6330 - Recreation Management

4330 (Only)

- Component 45 - Cultural Resource Management
 - Interim Protection. Your cost target includes a one-time allocation of \$25,000 for patrol/surveillance of critical resources.
 - Congressional Add-on. \$50,000 is provided for Class II inventories to provide data for the Christman Lake URA effort.
- Component 47 - Natural History Resource Management
 - Congressional Add-on. \$10,000 is provided for protection of natural values at Fossil Lake and Lost Forest Research Natural area.
- Component 48 - Wilderness Management
 - Submit a completed report to the Director (370) for the Lost Forest "instant" study area by August 1979.
 - Your cost target for wilderness, reduced by \$51,000 to fund a Bureau-wide regional analysis and a 4800/leave adjustment, is a total of \$385,000.

OREGON

- Component 49/50/51 - Recreation Management

- Congressional Add-on

- \$25,000 is provided for implementation of the special recreation permit regulations.
- \$100,000 is provided for final ORV designation of at least 690,000 acres of priority critical areas and priority planning areas per your response to Instruction Memorandum No. 78-333.

6330 (Only)

- Component 45 - Cultural Resource Management

- Congressional Add on Funding

- \$15,000 is provided for completion of one Class Inventory study for a priority District.
- \$44,000 is provided for Class II inventory on at least 25,000 acres.

- Component 46 - Visual Resource Management

- Congressional Add-on Funding

- \$30,000 is provided for VRM computer capability.

- Component 49/50/51 - Recreation Management

- Congressional Add-on Funding

- \$130,000 is provided for recreation inventory including visitor use data collection and analysis.

4350/6350 - Wildlife Habitat Management

4350 (Only)

OPS Items

- Your cost target includes \$68,000 to conduct wildlife inventories as per your planning/environmental statement schedule, and is comprised of the following adjustments:

\$ 40,000 - PAWP inventory increase (one-time)
-100,000 - Due to Bureauwide defeciciency
128,000 - Base inventory capability

\$ 68,000 - Adjusted inventory capability

- Your cost target include a one-time increase of \$100,000 for identification and inventory of the following threatened or endangered species habitats:

American peregrine falcon
 Bald eagle
 Columbian whitetailed deer

- Implement the following Sikes Act habitat management plans (HMP's)

<u>Name</u>		<u>Funding</u>
South Fork John Day	(PAWP)	\$100,000
Keating	(Add-on)	80,000
Port Rock	(Add-on)	50,000

Other Items

- For all components refer to Wildlife Habitat Management General Directives.
- Your cost target includes an increase of \$40,000 to initiate mandatory consultation with FWS and NMFS as required by Section 7 of the Endangered Species Act.

6350 (Only)

OPS Items

- Your cost target includes an additional Congressional add-on of \$100,000 to conduct wildlife inventories as per your planning/environmental statement schedule, which would include the identification and inventory on the following federally listed species:

American Peregrin Falcon
 Bald Eagle
 Columbian Whitetailed Deer

Other OPS Items

- Your cost target includes an additional Congressional add-on of \$128,000 for improvement of big game winter range and anadromous fish habitat improvement.
- Initiate consultation with FWS and NMFS as required by Section 7 regulations of the Endangered Species Act in accordance with Instruction Memorandum No. 78-329, "Interim Guidelines on Implementing Critical Habitat Recommendations as Per Secretarial Memorandum".

OREGON

4340/6340 - Soil, Water, and Air Management

4340 (Only)

- \$392,000 is permanently reduced from your base due to Bureauwide readjustments made for the Range ES area.
- Emphasize hiring and training of District level Hydrologists.
- Plan 1/2 WM's for WO Detail for SO Watershed Specialist in early October. This is to assist in threatened and endangered plants and the development of the Bureau Watershed Workshop agenda. Travel funds will be funded by OSO.
- One-time cost target increases include:
 - \$75,000 for continued implementaion of the Bear Creek Watershed Management Plan. Advise the Director (350) as to when the plan will be fully implemented.

6340 (Only)

- Congressional Add-on

- Your cost target is increased by \$214,000 to be used as follows:

Contract 14-16-0001 (F&WS)	\$ 4,000
Road and Landing Restoration Study (Coos Bay)	18,000
Soil Surveys and Water Quality Monitoring	142,000

4360 - Fire Management

- Provide the following assistance in fire training:
 - Development.
 1. Interagency Fire Training Evaluation System (1 WM). Review Draft Position Standards documents for all NIFQS positions. Review period, March through June 1979. Documents should be reviewed by personnel qualified in the position.
 2. Course Development.
 - A. (1 WM) Review and evaluate Tanker Boss, S-214. Review period, October 1978 through February 1979.
 - B. Basic Firefighting Training: (1/2 WM 2 weeks tavel to East Coast location), District FMO with strong line experience at Crew Boss level to provide BLM input to development of Basic Firefighting Training, S-130. Development is being led by State of North Carolina.

OREGON

3. Course Presentation.

Provide qualified instructors to the courses to be conducted at BIFC and NITC as follows:

Advanced Fire Management - 1 instructor

- Allow 3 WM's for correcting historic fire edit runs.
- Consider sending the Fire Prevention Specialist to the Fire Provention Conference, Marinette, Wisconsin, October 10-13, 1978.
- One-time cost target increases include:
 - \$3,000 for small equipment
 - \$6,000 for 3 weather stations
 - \$7,000 for roll bars

4410/6410 - Planning

60 - Multiple Use Resource Planning

Plan to conduct the Bureau Planning System Quality Workshop during November 7-9, 1978 and in accordance with Instruction Memorandum No. 78-363.

Update/revise those URA/MFPs which will be used in the preparation of the Ironside Grazing Environmental Statement, which is schedule for preparation during FY 1980. Also update/revise that part of those URA/MFPs which will be used to evaluate the Brown Spruce, Douglas Fir, Little Sink, Western Juniper, and Lost Forest instant wilderness study areas. In addition to the above, update/revise those URA/MFPs which will be used in the preparation of the South Coast and Curry Timber Environmental Statements.

4420/6420 - Data Management

- Your 4420 preliminary cost target erroneously contained an add-on amount that should have been a deduction.

Correction FY 1979 preliminary cost target	\$150,000
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Adjustments - additional work-months, digitizer operators, computer operators

data entry 50@ \$2,200	+110,000
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OREGON

Prineville District participation in Remote
Sensing test

6 work-month @ \$3,000	+ 18,000
Terminal rental - from 6420	+ 24,000
Increase item - additional disk drive <u>1/</u> for Data General Eclipse, if needed	+ <u>30,000</u>
FY 1979 BASE COST TARGET	\$332,000

- 1/ This increase to your base will be used to cover maintenance costs on the Data General in FY 1980, after the warranty has expired. Also consider utilization of part-time personnel if you can accommodate them within your OPFT ceiling.

Component 05

- Plan approximately one work-month for participation in planning and installing a telecommunications network to all Oregon Districts. Funding and technical direction will be provided by the Service Center.
- See the General Directives for telecommunications costs to be funded by your office.

Component 06

- Funding has been provided for additional work-months associated with support personnel for the Data General. Additional ceiling is not available at this time. Consider reallocation of on-board permanent or other than permanent positions.

Component 61

- See the General Directives.
- The Trial Project schedule has slipped because of a hardware problem. Plan as estimated 5-7 work-months of State Office support and 6-9 work-months of District time. Additional support from the RIP Staff will be planned by DSC

Component 62

See cost target adjustments for support levels in this component.

OREGON

6420 (Only)

Component 06

- The terminal rental funded here last year has been covered in 4420 since these terminals will be used for additional applications outside the range program.
- Plan sufficient work-months and funds to accomplish the conversion of programs from the BPA hardware to Bureau hardware. Coordinate this action with DSC.

Component 61

Charge all support of Strategic Plan Work to Subactivity 4420.

4500 - Cadastral Survey

- Develop a plan for resurvey plat identification on a township basis. Consider the requirements of State Law Recordation. Your plan should include an approach to resurveys on a township basis. Give high priority to remonumentation of identified original corners in Eastern Oregon Districts with substantial timber programs.

4700 - Law Enforcement

- Allocate \$42,000 for contracts and cooperative agreements with local law enforcement agencies.

4800 - Program Services

General

- Plan for a representative to spend 2 weeks working with DSC (D-520) to develop motor vehicle management guidelines and procedures.

Component 03 - Administrative Operations - Cartography

- Plan for completion of compilation and printing of the new 1:500,000-scale Oregon State map. Status colors will be the same as on the 1:100,000-scale map series.
- Consider sending one attendee to the Coastal Zone Mapping. Surveying and Management Symposium to be held in New York, New York, May 1979.

6110 - Building Construction

- Your cost targets are:

01 - Support

\$ 16,000

OREGON

80 - Construction Operations

Roseburg Storage Building - Project No. 0701	90,000
Roseburg Seedling Cooler - Project No. 0701	6,000
Sprague Seed Orchard - Fence Construction - Project No. 0810	100,400
Medford D.O. Complex - Project No. 0801	14,000
Horning Seed Orchard - Project No. 0510	22,400
Sawyer Creek Maintenance Station - Project No. 0926	5,600
Glide Maintenance Station - Project No. 0716	<u>5,600</u>

Subtotal	<u>\$260,000</u>
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Congressional Add-on

Salem Office Complex (0501)	<u>\$ 5,510</u>
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Subtotal	<u>\$ 5,510</u>
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TOTAL COST TARGET	<u>\$5,770,000</u>
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6120 - Recreation Construction

- Your cost targets are:

<u>01 - Support</u>	<u>\$ 26,400</u>
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80 - Construction Operations

Loon Lake Recreation Site - Project No. 0302	424,200
Wildwood Footbridge - Project No. 0006	146,400
Program Survey and Design - Project No. 9999	<u>22,000</u>

Subtotal	<u>\$619,000</u>
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Congressional Add-on

<u>01 - Support</u>	<u>11,000</u>
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80 - Construction Operations

Outyear S&D	29,700
Shotgun Recreation Area	110,500
Cherry Creek	7,200
Wildwood Parking Facilities	<u>126,600</u>

Subtotal	<u>\$285,000</u>
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TOTAL COST TARGET	<u>\$904,000</u>
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6130 - Transportation Construction

- Your cost targets are:

01 - Support

BLM Program

\$269,000

80 - Construction Operations

FHWA Program:

Survey, Design & Construction Preparation	250,000
Construction Engineering and Construction Mod.	600,000
McKenzie - Bear Cr. (Surface) - Project 224-B	400,000
Shively - Poole Cr. Bridge - Project No. 437	130,000
Gassy Cr. Bridge - Project No. 414	125,000
Wards Creek Grading - Project No. 1401-A	260,000
Nehalem Pre Roading - Project No. 207-A1	550,000
Stouts Cr. Bridge & Culverts - Project No. 1404	200,000
Cobble Cr. Bridge - Project No. 1402	100,000
Tyee Agg. Production - Project No. 477-AP3	200,000
Ninemile Agg. Production - Project No. 1509-AP	235,000
Cow Creek Agg. Production - Project No. 268-AP	250,000
Klickitat Agg. Production - Project No. 268-AP	250,000
Timber Sale Agg. Production - Project No. 1688-AP	400,000
Eugene Agg. Production - Project No. 300-AP	<u>300,000</u>

TOTAL COST TARGET

\$4,520,000

8100/8200 - Range Improvements

- Receipts to be allocated to Districts

\$335,000

TOTAL COST TARGET

\$335,000

9300 - Working Capital Fund

See General Directives on Motor Vehicle Management.

9400-Land and Water Conservation Fund

The House Appropriations Committee deleted from the Heritage Conservation and Recreation Service's budget all funding requests requiring an increase in ceiling even though funds could have been appropriated under the authority of Section 3 of the Burton Act (P.L. 95-42). HCRS has appealed this cut to the Senate but at this time we do not know what their action will be. If these funds are restored your cost target will be adjusted accordingly.

Your cost target will be adjusted for FY 1978 carryover once this has been calculated.

9600 - Blister Rust Control

- Your cost target of \$72,000 is for blister rust control projects in the Roseburg and Medford Districts.

9800 - Cadastral Survey

- Your cost target of \$24,000 should be programmed in accordance with the priorities received from the Forest Service Regional Forester.

State OREGON
By _____

REF: 0330-77

Encl. 1-274

147, 220-77

Table of Organization

- Your TO for FY 1979 is 442
- Your EOY other-than-permanent full-time (OFPT) position ceiling is 198.
- See General Directives for instructions concerning organization and manpower.

Operational Planning System (OPS)

Your OPS objectives are:

- Complete soils, vegetation, and wildlife inventories for two (2) range environmental statements (ES) scheduled for FY 1981, and initiate inventories for two (2) ES's to be prepared in FY 1982.
- Complete the preparation of three (3) grazing ES's.
- Implement allotment management plans (AMP) covered by the one (1) final grazing ES.
- Complete final reports on four (4) wilderness "instant" study areas (includes 4 possible nonpotential areas).
- Identify and inventory habitats of four (4) Federally listed threatened or endangered species on public lands.
- Implement four (4) Sikes Act habitat management plans (HMP) in cooperation with the State wildlife management agency.
- Complete accelerated wilderness inventory, up to but not including the 90-day public comment period, on all "noninstant study area" public lands.
- Complete Central Utah coal ES by March, 1979 and Southern Utah coal ES by December, 1978.
- Issue the following short-term coal leases by the dates indicated: Coastal States (10/78), Kaiser Steel (11/78), and Braztah (6/79).

Planning/Environmental Schedule

Geographic Area Name	Acres (Million)	FY 1979	FY 1980	FY 1981	FY 1982
Hot Desert	0.530	Implement Plans	Implement Plans	Implement Plans	Implement Plans
Randolph	0.171	Complete ES (Grazing)	Implement Plans	Implement Plans	Implement Plans
Parker Mtn.	0.223	Complete ES (Grazing)	Implement Plans	Implement Plans	Implement Plans
Three Corners	0.199	Complete ES (Grazing)	Implement Plans	Implement Plans	Implement Plans

UTAH

Geographic Area Name	Acres (Million)	FY 1979	FY 1980	FY 1981	FY 1982
Kanab- Escalante	2.498	Complete URA/MFP	Complete ES (Grazing)	Implement Plans	Implement Plans
Mountain Valley	0.480	Complete URA/MFP	Complete ES (Grazing)	Implement Plans	Implement Plans
Ashley Creek	0.542	Initiate Inventories	Complete Inventories	Complete ES (Grazing)	Implement Plans
Price River	1.591	Initiate Inventories	Complete Inventories	Complete ES (Grazing)	Implement Plans
Pinyon	1.222	Initiate Inventories	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)
Henry Mtn.	1.397	Initiate Inventories	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)
Huntington		Update URA/MFP	Potential Lease Sale	--	--
Instant Wilder- ness Study Areas (Devil's Garden)		Complete <u>1</u> / Report			
(Escalante Canyon)		Complete URA/MFP	Complete ES/Report		
(Joshua Tree)		Complete <u>1</u> / Report			
(Link Flats)		Complete <u>1</u> / Report			
(North Escalante Canyon)		Complete URA/MFP	Complete ES/Report		
(Phipps-Death Hollow)		Complete URA/MFP	Complete ES/Report		
(The Gulch)		Complete URA/MFP	Complete ES/Report		
(Book Cliffs)		Complete <u>1</u> / Report			

1/ Assumed to be "instant" study area without wilderness potential.

Geographic Area Name	Acres (Million)	FY 1979	FY 1980	FY 1981	FY 1982
(Dark Canyon)		Complete URA/MFP	Complete ES Report		
(Grand Gulch)		Complete URA/MFP	Complete ES Report		

5100 - EXPENSES, ROW Processing

IPP	Complete ES	
Emery 3 & 4	Complete ES	
Allen Warner	Continue ES	Complete ES

Evaluation

- Plan to support the Washington conducted Technical Services Functional Evaluation scheduled for June 11-22, 1979. The team will visit Vernal and Moab District Offices.

Equal Employment Opportunity

Program for:

- Commitment of two positions for the Upward Mobility Program.
- 10 work-months for Cooperative Education Agreement students.
- 3 District Office EEO Seminars.

4110 - Energy, Onshore

- 11 Coal: Continue present level of support to the Central and Southern Utah Regional ES's to insure timely filing with EPA on 12/29/78 and 3/26/79.
 - Update MFP's in the Central Utah Regional ES area (Huntington and Ferron) to meet a mid-1980 leasing schedule. Emphasize endangered species, unsuitability criteria, surface owner and Governor consultation, and other requirements of FLPMA, SMCRA, and FCLAA.
 - Conduct appropriate inventories to facilitate updating the MFP's in the Southern Utah ES area during FY 1980 to 1981 and out year leasing.

EMRIA

EMERY - Soils	\$ 20,000
Continue Ferron Sandstone Study	192,000
O&M of White River Gage	12,200
Price Rv. Study	107,000
Henry Mtn. and Alton Revegetation Studies	85,000
Soil Inventory - Escalante SCS	100,000
Quality of Water Study Moab District	90,000
Geochemistry Studies	45,000
Coal Study - USGS, GD	33,000

The \$684,200 for procurement items will be held in WO.

- Your cost target is increased by \$160,000 to provide additional capability to record and file new mining claims within 90 days of location and record all old mining claims by October 21, 1979 as required by FLPMA. With this increase your revised base is \$270,000.

4310 - FOREST MANAGEMENT

- Continue to meet local demand for minor forest products.

4320 - RANGE MANAGEMENT

The following items are first priority:

<u>Area Name</u>	<u>Action</u>
Randolph	- Complete ES
Parker Mountain	- Complete ES
Three Corners	- Complete ES
Kanab-Escalante	- Complete URA/MFP, initiate ES
Mountain Valley	- Complete URA/MFP, initiate ES
Ashley Creek	- Initiate Inventory
Price River	- Initiate Inventory
Pinyon	- Initiate Inventory
Henry Mountain	- Initiate Inventory
Hot Desert	- Implement AMP's

Cost Target Adjustments

Congressional Add-On (One-Time)

Component 43 - Wild Horse and Burro Management

- \$30,000 for capture, disposal, and administration.

Component 44 - Grazing Management

- Assumes reprogramming from soil and water inventory add-on.
 \$122,000 for ES development.
 \$ 77,000 for implementation.
 \$ 61,000 for supervision
 \$260,000 Total
- Your cost target includes a \$700,000 reduction for inventory which was identified earlier as excess, and needed within the Bureau to facilitate Range Inventories. Subject to needs for inventory in FY 1980, these funds again will be adjusted accordingly.

4330 - RECREATION MANAGEMENT

Component 45 - Cultural Resource Management

- Interim Protection. Your cost target includes a one-time allocation of \$88,000 for the following work:
 - \$45,000 for patrol/surveillance of critical cultural resources.
 - \$43,000 for interim stabilization of Big West Water Canyon Ruin, Red Cliffs Site, and Kanab Canyon Cliff Dwellings.
- Add-On Funding. \$82,000 is provided for protection and management of the cultural resources in Grand Gulch.

Component 46 - Visual Resource Management

- Complete the final manuscript of Chapter III of the VRM/Energy publication by April 1979. Plan to attend a one-week work session in Denver, Colorado. (November 1978.)

Component 47 - Natural History Resource Management

- Add-On Funding. \$12,000 is provided for protection of critical cases and the Cleveland-Lloyd Dinosaur Quarry.

Component 48 - Wilderness Management

- Complete the wilderness inventory at least on the "instant" study areas and the "overthrust belt" areas.
- Your cost target for wilderness, reduced by \$142,000 to fund a Bureau-wide regional analysis and a 4800/leave adjustment, is a total of \$870,000.

Components 49, 50, 51 - Recreation Management

- Conduct a full-scale test of the revised recreation inventory/URA/MFP procedures in the Ashley Planning Unit. Complete sufficient sampling of recreation use to satisfy data needs. Your allocation of add-on funds includes \$30,000 for this increase workload.
- Add-on Funding. \$25,000 is provided for implementation of the special recreation permit regulations. \$145,000 is provided for final ORV designations of at least 3.06 million acres of priority critical areas and priority planning areas per your response to IM 78-333.

4340 - SOIL, WATER, AND AIR MANAGEMENT

- Coordinate and complete a watershed activity plan on Red Creek in coordination with Wyoming.
- \$20,000 must be used from your base for proposed Salinity Control efforts in coordination with D-350.
- Initiate an inventory on Paria River for sediment reduction.
- Conduct air quality studies as necessary.
- Provide Air Quality Specialist as an instructor of the Air Resource Training Course at Marana, Arizona (Course 9200-25), January 9-18, 1979.
- One-time cost target increases include:
 - \$20,000 to conduct a water quality inventory for Price River, Henry Mountain, and for initial efforts on the Pinyon and Tooeke areas.
 - Congressional Add-on of \$218,000 for soil inventory needs for FY 1981-1982 statements.
- \$285,000 is permanently reduced from your base due to Bureauwide readjustments made for the Range ES areas.

4350 - WILDLIFE HABITAT MANAGEMENT

OPS Items

- Your cost target includes \$365,000 to conduct wildlife inventories to meet your planning/environmental statement schedule, and is comprised of the following adjustments:

\$170,000	PAWP inventory increases (one-time)
-137,000	Redistribution of PAWP increase
100,000	Congressional add-on (one-time)
232,000	Base capability - inventory
<u>\$365,000</u>	<u>Adjusted inventory capability</u>

- Your cost target includes a one-time increase of \$220,000 identification and inventory of the following threatened or endangered species habitats:

Bald Eagle
 Humpback Chub
 Lahonton Cutthroat Trout
 Utah Prairie Dog

UTAH

- Implement the following Sikes Act habitat management plans (HMP's):

<u>Name</u>	<u>Funding</u>
Marysville (PAWP)	\$10,000
Myton (PAWP)	\$74,000
Browns Park (Add-On)	\$10,000
Birch Creek (Add-On)	\$20,000

Other Items

- For all other components refer to Wildlife Habitat Management General Directives.
- Your cost target includes an increase of \$122,000 to initiate mandatory consultation with FWS and NMFS as required by Sec. 7 regulations of the Endangered Species Act.

4360 - FIRE MANAGEMENT

Provide the following assistance in fire training:

- Development.
 - Interagency Fire Training Evaluation System (1 WM). Review Draft Position Standards documents for all NIFQS positions. Review period, March through June 1979. Documents should be reviewed by personnel qualified in the position.
- Course Development.
 - Review Tanker Boss S-214 (1 WM). Review period: October 1978 through February 1979.
 - Coordinate and present one test course for Tanker Boss S-214 in April or May 1979, using qualified instructors and trainees from Utah and surrounding States. Provide scheduling information to BIFC by January 1, 1979, and results of the test evaluation to BIFC by June 15, 1979.
- Course Presentation.

Provide qualified instructors to the courses to be conducted at BIFC and NITC as follows:

1 Instructor S-451	3/5-9/79 and 3 day cadre meeting
1 Instructor S-370	1/9-11/79 1 1/2 WM

UTAH

- Allow 1 WM for correcting historic fire edit runs.
- One-time cost target increase include:
 - * \$17,000 to purchase radios
 - * \$5,000 for pumps and chainsaws
 - * \$8,000 to purchase a base radio station at Richfield
 - * \$4,000 for roll bars
- Plan one WM for participation on Modified Suppression Handbook Task Force.

4410 - PLANNING

60 - Multiple Use Resource Planning

- Update/revise those URA/MFP's that will be used in the preparation of the Kanab-Escalante and Mountain Valley Grazing Environmental Statements, which are scheduled to be prepared during FY 1980. Also update/revise that part of those URA/MFP's which will be use to evaluate the Devil's Garden, Escalante Canyon, Joshua Tree, Link Flats, North Escalante Canyon, Phipps-Death Hollow, The Gulch, Book Cliffs, Paria Canyon, Dark Canyon, and Grand Gulch instant wilderness study areas. In addition to the above, update those portions of the URA/MFP's in the Huntington area to incorporate Department of the Interior coal lease suitability criteria. These criteria should be issued in the near future.
- Plan to conduct the Bureau Planning System Quality Workshop during March 13 through March 15, 1979, in accordance with IM 78-363.

4420 - DATA MANAGEMENT

- Your cost target has been adjusted for one-time expenditures allowed in this subactivity last year.

FY 1979 preliminary cost target	+\$205,000
Adjustment for orthophotoquads, resource imagery, data digitizing and mining claims	- <u>93,000</u>
FY 1979 base cost target	\$112,000

Component 61 - Strategic Plan

- See General Directives.
- See subactivity 4210 for funding Mining Claim Recordation work.

UTAH

4700 - LAW ENFORCEMENT

- Allocate \$23,000 for contracts and cooperative agreements with local law enforcement agencies.

2110 - BUILDING CONSTRUCTION

- Your cost targets are:

01 - Support \$ 2,000

80 - Construction Operations

Hanksville Housing - Project No. 5512	\$612,000
Henry Mountain RAH - Project No. 5543	<u>10,000</u>
Cost Target	\$624,000

2120 - RECREATION CONSTRUCTION

- Your cost targets are:

80 - Construction Operations

Little Sahara Administrative Complex	\$ 18,000
Cost Target	\$ 18,000

2130 - TRANSPORTATION CONSTRUCTION

-01 Support

General (9999)	\$ 84,000
Project Support	<u>4,000</u>
Subtotal	\$ 88,000

-82 Roads

Starr Springs Road Construction	
Supervision (5526)	\$ 25,000
Leland Branch Road (8834)	<u>21,000</u>
Subtotal	\$ 46,000
Cost Target	\$134,000

Construction and Maintenance Assistance Scheduled (DSC)

During FY 1979, the Service Center is planning to assist you with the projects listed below and shown in the Service Center's Specific Directives. They will contact you on project scheduling and information to be submitted for providing this assistance.

<u>Activity</u>	<u>Project Name</u>	<u>Remarks</u>
2110	Henry Mountain RAH	Office and Warehouse construction review inspection
2110	Hanksville Housing	Design 12 residences
2210/2220	Sanitary Surveys	Review drinking water systems for recreation sites and employee housing
2120	Little Sahara Admin. Site	Construction review inspection
	YACC Projects	Site planning and design of a Spike Camp (2)

8100 - RANGE IMPROVEMENTS

- Receipts to be allocated to Districts	\$315,000
- Cost target for AMP implementation Hot Desert ES	<u>310,000</u>
Total Cost Target	\$625,000

9800 - CADASTRAL SURVEY

- Your cost target should be used for the following purposes:

- * Surveys along the Wasatch Front Range = \$180,000
- * State-wide Forest Service Surveys = \$26,000

AVC Work Month Post	4110	4120	4130	4140	4210	4310	4320	4330	4340	4350	4360	4410	4420	4500	4700	4800
1. PART Cost Target 4/1/78																
2. FY 79 Bu/Fide 4800 and Leave Adjust.																
3. FY 78 Pay Rate Actualization Reduction																
4. Other Program Adjust. (See Spec. State Dir.)																
5. Congressional Add-ons:																
MINING CLAIM RECAPITULATION																
CASE BACKLOG PROCESSING																
ENERGY R&D PROCESSING																
WILD HORSES & BURRDS																
COALS																
SOILS INVENTORY																
ENDANGERED SPECIES INV.																
SECTION 7 CONSULTATION																
SIXES ACT																
ANTICIPATED SOILS INV. Reprod.																
CRV																
CULTURAL + NAT HIST. PROTECT.																
REC. PERMITS																
FIRE MANAGEMENT																
MINING R&D ADMINISTRATION																
9. BASE ADJUSTMENT - NEYP																
6. PCC																
8. Congressional Cuts - Law Enforcement																
Total																
4800 Adjustment - Congressional Add-ons Only																
Revised Total																

Travel Ceiling: \$680

STATE UTAH

66-8880-11

WYOMING

Table of Organization

- Your TO for FY 1979 is 377.
- Your EOY other-than-permanent full-time (OFPT) position ceiling is 198.
- See General Directives for instructions concerning organization and manpower.

Operational Planning System (OPS)

- Complete soils, vegetation, and wildlife inventories for one (1) range environmental statement (ES) scheduled for FY 1981, and initiate inventories for one (1) ES to be prepared in FY 1982.
- Complete the preparation of one (1) grazing ES.
- Implement allotment management plans (AMP) covered by the two (2) final grazing ES's.
- Identify and inventory habitats of four (4) Federally listed threatened or endangered species on public lands.
- Implement five (5) Sikes Act habitat management plans (HMP) in cooperation with the State wildlife management agency.
- Complete accelerated wilderness inventory, up to but not including the 90-day public comment period, on all "non-instant study area" public lands.
- Complete Southcentral Wyoming coal ES by February, 1979 and the North Powder River coal ES by June, 1979.
- Issue the following short-term leases by November, 1978: Ashland Coal Company and Rosebud Coal Company.

Planning/Environmental Schedule

Geographic Area Name	Acres (Millions)	FY 1979	FY 1980	FY 1981	FY 1982
Sandy	1.714	Implement Plans	Implement Plans	Implement Plans	Implement Plans
Seven Lakes	0.655	Complete ES (Grazing)	Implement Plans	Implement Plans	Implement Plans
Green Mtn.	1.338	Complete URA/MFP	Complete ES (Grazing)	Implement Plans	Implement Plans
Grass Creek	1.004	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)	
Salt Wells- Pilot Butte	1.645	Complete Inventories	Complete URA/MFP	Complete ES (Grazing)	

WYOMING

Geographic Area Name	Acres (Millions)	FY 1979	FY 1980	FY 1981	FY 1982
Eastern Powder River Basin (Coal)		Update URA/MFP	Potential Lease Sale	--	--
Instant Wilder- ness Study (Scab Creek)		Complete URA/MFP	Complete ES/Report	--	--
<u>5100 - Expenses, ROW Processing</u>					
Middle Fork Powder River		Complete ES			

Evaluation

- Plan to support the General Management Evaluation scheduled for June 4-15, 1979. The team will visit the Casper and Worland District Offices.
- Plan to support the Evaluation Training Course scheduled in Wyoming during October 3-4, 1978.

Equal Employment Opportunity

Program for:

- Commitment of three positions for the Upward Mobility Program.
- 10 work-months for Cooperative Education Agreement students.

4110 - Energy, Onshore

- 11 Coal: Continue the present level of input into the South Central and Eastern Powder River Regional coal ES's to insure timely filing with EPA.
 - Begin preparation of the Carbon Basin site specific ES to insure offering the lease mid-1979.
 - Update the Eastern Powder River Basin MFP to meet a mid-1980 leasing schedule. Emphasize endangered species, unsuitability criteria, surface owner and Governor consultation and other requirements of FLPMA, SMCRA, and FCLAA.
 - Conduct appropriate inventories to facilitate updating the Southwest Wyoming MFP in FY 1980 for 1981 and out year leasing.

WYOMING

EMRIA

Include the following items in your AWP at the indicated planning levels:

WRRI	\$ 28,200
Soil Inventory - Salt Wells PO	273,000
Surface Water Network O&M	<u>228,300</u>
Total	\$529,500

The \$529,500 for procurement items will be held in WO.

4210 - LANDS AND REALTY OPERATIONS

Congressional Add-ons

Component 31 - Nonenergy Related Realty

- Your cost target is increased by \$10,000 to complete your remaining UTA's by October 21, 1981.
- Your cost target is increased by \$240,000 to reduce your case backlog.

Component 30 - Energy Related Realty

- Your cost target is increased by \$170,000 to assist you with reducing your energy related realty cases and increase your compliance program.

Component 36 - Mining Claim Recordation

- Your cost target is increased by \$260,000 to provide additional capability to record and file new mining claims within 90 days of location and record all old mining claims by October 21, 1979 as required by FLPMA. With this increase your revised base is \$310,000.

4310 - FOREST MANAGEMENT

- Offer 5 MMBF of timber.
- Plan one staff trip (one week) to Denver Service Center (January 1979) to assist D-340 in preparing BLM Manual Section 5200 (Intensive Inventory Supplement). Coordinate with D-340 for exact details.

WYOMING

- Plan one staff trip (1 week) to Denver Service Center to assist D-340 in preparing BLM Manual Section 5100 (Forest Management Planning). Coordinate with D-340 for exact details.

4320 - RANGE MANAGEMENT

The following OPS items are first priority:

<u>Area Name</u>	<u>Action</u>
Seven Lakes	- Complete ES
Green Mountain	- Complete URA/MFP, Initiate ES
Salt Wells-Pilot Butte	- Complete Inventory
Grass Creek	- Inventory

Cost Target Adjustments

Congressional Add-Ons (One-Time)

Component 43 - Wild Horse and Burro Management

\$68,000 for capture, disposal, distribution centers, and administration.

Component 44 - Grazing Management

- \$861,000 for inventory.

4330 - RECREATION PROGRAMS

Component 45 - Cultural Resource Management

- Interim Protection. Your cost target includes a one-time allocation of \$26,000 for the following work:
 - \$6,000 for limited salvage of ClG.
 - \$20,000 for limited salvage, rehabilitation, and signing of Pine Springs site.
- Add-On Funding. \$30,000 is provided for Class II inventories to provide data for the Brass Creek URA effort.

Component 46 - Visual Resource Management

- Prepare a document, for both internal and external use, which summarizes the VRM program and systems and submit final copy to the Director (370) by January 1979.
- Plan to participate, with USFS, in the Landform Modification Seminars (est. 0.5 wm).

WYOMING

Component 47 - Natural History Resource Management

- Add-On Funding. \$10,000 is provided for Protection of Spirit Mtn. Cave, Tres Ehonos Cave, and other critical caves.

Component 48 - Wilderness Management

- Complete the wilderness inventory at least on the "instant" study areas and the "overthrust belt" areas.
- Your cost target for wilderness, reduced by \$36,000 to fund a Bureau-wide regional analysis and a 4800/leave adjustment, is a total of \$200,000.

Components 49/50/51 - Recreation Management

- Add-on Funding
 - \$10,000 is provided for implementation of the special recreation permit regulations.
 - \$31,000 is provided for final ORV designation of priority critical areas per your response to IM 78-333.

4340 - SOIL, WATER, AND AIR MANAGEMENT

- \$438,000 is permanent reduced from your base due to Bureauwide readjustments made for the Range ES areas.
- Establish a surface water - water quality gage on Dry Creek.
- Coordinate and complete a watershed activity plan on Red Creek. Coordinate with Utah.
- Continue accelerated water rights assertions.
- One-time cost target increases include:
 - \$75,000 to initiate instream flow quantification studies on Salt Wells Pilot Butte PU, Overland PU, and Natrona PU. This also includes a level II survey. Additional funds necessary must come from your base.
 - \$40,000 to support water rights filings.
 - Congressional Add-On of \$60,000 for water inventory for FY's 1981-1982 ES areas.

WYOMING

4350 - WILDLIFE HABITAT MANAGEMENT

OPS Items

- Your cost target includes \$51,000 to conduct wildlife inventories as per your planning/environment statement schedule, and is comprised of the following adjustments:

50,000	- PAWP inventory increase (one-time)
-144,000	- Redistribution of PAWP inventory capabilities and Bureauwide deficiencies
296,000	- Congressional add-on (one-time)
<u>249,000</u>	- <u>Base capability-inventory</u>
451,000	Adjusted inventory capability

- Your cost target includes a one-time increase of \$147,000 for identification and inventory of the following threatened or endangered species habitats:

American Peregrine Falcon
Rocky Mountain Wolf
Humpback Chub
Bald Eagle

- Implement the following Sikes Act Habitat Management Plans (HMP's)

<u>Name</u>		<u>Funding</u>
Whiskey Mtn.	(PAWP)	54,000
Encampment River	(PAWP)	4,000
Bighorn River	(Add-On)	25,000
Cherry Cr. Agreement	(Add-On)	34,000
Table Mountain	(Add-On)	70,000

Other Items

- For all other components refer to Wildlife Habitat Management General Directives.
- Your cost target includes an increase of \$210,000 to initiate mandatory consultation with FWS and NMFS as required by Sec. 7 regulations of the Endangered Species Act.

WYOMING

4360 - FIRE MANAGEMENT

- Provide the following assistance in fire training:
 - Development
 1. Interagency Fire Training Evaluation System (1 WM). Review Draft Position Standards documents for all NIFQS positions. Review period, March through June 1979. Documents should be reviewed by personnel qualified in the position.
- Allow 1 WM for correcting historic fire edit runs.
- One time increase include:
 - \$15,000 for training
 - \$4,000 for roll bars
 - \$8,000 for portable retardant plant

4410 - PLANNING

60 - MULTIPLE USE RESOURCE PLANNING

- Update/revise those URA/MFP's that will be used in the preparation of the Green Mountain Grazing Environmental Statement which is scheduled for preparation during FY 1980. Also update/revise that part of those URA/MFP's that will be used to evaluate the Scab Creek instant wilderness study area. In addition to the above, update those portions of URA/MFP's in the Eastern Powder River Basin area to incorporate Departmental coal lease suitability criteria. These criteria should be issued in the near future.

4420 - DATA MANAGEMENT

- Your cost target has been adjusted for one time costs in this subactivity in FY 1978 and site preparation for data processing equipment.

FY 1979 preliminary cost target	\$179,000
Adjustment for one-time items orthophoto quads, mining claim recordation	-79,000
Increase for site preparation	<u>+20,000</u>
FY 1979 base cost target	\$120,000

Component 05

- See the General Directives for information concerning site preparation and support personnel. Obtain a typical site layout from the Division of Data Processing (D-200). Assess your capability to have adequate space and support available to accommodate data processing hardware by January 1, 1979.

WYOMING

Component 61

- See General Directives.
- See subactivity 4420 for Mining Claim Recordation funding.

4700 - LAW ENFORCEMENT

- Allocate \$13,000 for contracts and cooperative agreements with local law enforcement agencies.

4800 - PROGRAM SERVICES

Component 03 - Administrative Operations - Cartography

- Program work-months and funds to construct the public land net on the eight 7 1/2' USGS quads within a 1:100,000-scale map to be selected for a pilot project, agreed upon at the BLM/GS Mapping Coordination Meeting, April 18-19, 1978, in Denver. This is an action item from that meeting and further instructions will be forthcoming.

Component 03 - Administrative Operations - Printing and Publications Management

- Wyoming SO (Public Affairs) should plan 1 work-month to support a DSC WAR to review Bureau printing and publications requirements and to develop standards and procedures for preparation and management of publications.

2110 - BUILDING CONSTRUCTION

- Fire support facilities should reflect those project requirements of the Normal Fire Year Plan.
- Your cost targets are:

01 - Support

None

80 - Construction Operations

Rawlins DO Ccomplex - Warehouse \$76,000

Cost Target \$76,000

WYOMING

- Details and Instructors Assignments

Mr. Jerry Jessen has been selected to participate in a WO WAR for updating the 9112 Manual Section. This will include 2 weeks of effort, 1 week of which will be a detail to the WO Division of Engineering. Travel and per diem will be paid for by the WO Division of Engineering.

2130 - TRANSPORTATION CONSTRUCTION

-01 - Support

General (9999)	\$ 37,000
Rawlins Sign Shop (0909)	76,000
Subtotal	\$113,000

-82 - Roads

So. Shirley Mtn. Road Constr. (0301)	\$ 81,000
Alakalai-A Road Constr. (0044)	180,000
Worland Easement Roads Constr. (list by project name and number)	85,000
Statewide Road S&D (list by project name and number)	32,000
Subtotal	378,000

-84 - Bridges

Muddy Creek Bridges Constr. (0211)	57,000
Sand Draw Bridge Constr. (0282)	65,000
Subtotal	122,000

Total Cost Target	\$613,000
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- Replacement of the damaged Blue Creek Bridge located on the Bar C Road must be accommodated within your existing cost target. In your AWP submission indicate how you plan to adjust your project work to meet this need.

Construction and Maintenance Assistance Scheduled (DSC)

During FY 1979, the Service Center is planning to assist you with the projects listed below and shown in the Service Center's Specific Directives. They will contact you on project scheduling and information to be submitted for providing this assistance.

<u>Activity</u>	<u>Project Name</u>	<u>Remarks</u>
2110	Rawlins DO Complex	Warehouse-design and construction by contractor

WYOMING

<u>Activity</u>	<u>Project Name</u>	<u>Remarks</u>
2210	Building Construction Surveys	Worland, Rawlins, Rock Springs
2230	Wyoming Bridges	Condition surveys Red Creek; Sand Creek
2130	Muddy Creek Crossing 1 & 2	Design review
2130	Sand Draw Bridge	Design

8100 - RANGE IMPROVEMENTS

- Receipts to be allocated to Districts \$585,000
- Cost target for AMP implementation

Sandy ES	193,000
Seven Lakes ES	<u>22,000</u>
	\$810,000

9700 - FOREST PEST CONTROL

- Your cost target of \$8,000 is for Mountain Pine Beetle Control projects in Wyoming.

State *Wyoming*

Subject *FY 1979 AFR COST CONTROLS*

AVG Work Month Cost	By														4800
	4110	4120	4130	4140	4210	4310	4320	4330	4340	4350	4360	4410	4420	4500	
1. PAMP Cost Target 6/5/78															
2. FY 79 Bu/Slide 4800 and Leave Adjust.	1650		1700		1250	1700	1600	1700	1800	1800	1900	1900	2400	1750	4800
3. FY 78 Pay Rate Actualization Reduction	2780		442		899	401	2408	546	1034	405	95	577	179	347	2538
4. Other Program Adjust. (See Spec. State Dir.)	-19		-4		-7	-10	-221	-53	+57	-2	-1	-20		-3	-6
5. Congressional Add-ons:						-2	-8	-2	-323	-144			-79	29	
<i>Data Management</i>															
<i>AWING PLAIN REFORMATION</i>															
<i>CASE BACKLOG PROCESSING</i>															
<i>RECOVERY PLAN PROCESSING</i>															
<i>CARTRIDGE</i>															
<i>WILD HORSES & BURDENS</i>															
<i>COAK</i>															
<i>SOILS INVENTORY</i>															
<i>ENDANGERED SPECIES INV.</i>															
<i>SECTION 7 CONSULTATION</i>															
<i>SILKS ACT</i>															
<i>WILDLIFE INVENTORY</i>															
<i>ANTICIPATED SOILS INV. REPROG</i>															
<i>CRY</i>															
<i>CULTURAL & NAT HIST PROTECT</i>															
<i>REC. PERMITS</i>															
<i>FIRE MANAGEMENT</i>															
<i>AWING PLAN ADMINISTRATION</i>															
<i>6. YEC</i>															
<i>9. BASE ADJUSTMENT - NEVP</i>															
Total	3336	-	548		1452	389	3110	582	814	1042	314	554	120	373	2533
4800 Adjusted - Congressional Add-ons Only															
Revised Total															

Travel Ceiling: *7680*

STATE Wyoming

Subject

[illegible]

EASTERN STATES OFFICE

Table of Organization

- Your TO for Fiscal Year 1979 is 90.
- Your EOY other-than-permanent full-time (OFPT) position ceiling is 84.
- See General Directives for instructions concerning organization and manpower.

Operational Planning System (OPS): Your OPS objective is to meet the short-term coal lease schedule as shown in the 4110 directives.

Equal Employment Opportunity

Plan for:

- commitment of two positions for the Upward Mobility Program.
- five (5) work-months for Cooperative Education Agreement students.

4110 - Energy, Onshore

- 10 Oil and Gas: Director (720) will conduct an oil and gas program review during FY 1979. The purpose of the review is to identify the program recommendations that will reduce and/or eliminate this backlog to comply with Bureauwide standards. Dates for this review will be coordinated with the Director of Eastern States.
- 11 Coal: Continue mapping locations of Federal coal ownership. Complete Land Use Analysis in North Central Alabama by November 30, 1978. Incorporate the endangered species, unsuitability criteria, surface owner and and Governor consultation and other requirements of FLPMA, SMCRA, and FCLAA to meet a mid-1980 leasing schedule.

EMRIA

Include the following items in your AWP at the indicated planning levels:

Coal Study USGS - GD	\$ 40,000
Water Studies	165,300
Regional Overburden Analysis	235,000
Soil Inventory and Characterization	20,000
Geochemistry Study	10,000
Total	<u>\$470,300</u>

The \$470,300 for procurement items will be held in the WO.

EASTERN STATES OFFICE

Component 61 - Strategic Plan

- See General Directives
- Continue to coordinate your equipment acquisition needs for the records improvement project with WO 402.

4500 - CADASTRAL SURVEY

- Develop a plan to complete surveys transferred to ESO from Denver Service Center. See also General Directives

4800 - PROGRAM SERVICES

Component 03 - Administrative Operations - Cartography

- Consider attendance of one employee at the Coastal Zone Mapping, Surveying and Management Symposium to be held in New York, New York, May 1979.

9800 - CADASTRAL SURVEY

- Your cost target of \$198,000 includes \$100,000 for surveys in Group 15, Missouri. The other \$98,000 should be programmed in accordance with priorities received from the Forest Service Regional Forester of Region 8.

EASTERN STATES OFFICE

4210 - LANDS AND REALTY

- Continue microfilming cadastral and other plats and review of film for quality as specified under existing instructions.
- Continue refurbishing plats to implement cadastral plat microfiche system in accordance with BLM Manual 1270.
- Continue microfilming of patents and abstracts of data for input to the management information system.
- Request assistance as needed from DSC for training abstractors working on field notes of survey.

4320 - RANGE MANAGEMENT

Congressional Add-On (One-Time)

Component 43 - Wild Horse and Burro Management

- +\$49,000 for distribution centers and administration.

4330 - RECREATION MANAGEMENT

Component 48 - Wilderness Management

- Limit your accelerated inventory effort to the Lake States region.
- Your cost target for wilderness, reduced by \$2,000 is a total of \$90,000.

4350 - WILDLIFE HABITAT MANAGEMENT

- Your cost target includes a Congressional Add-On of \$10,000 to conduct inventories associated with threatened or endangered species in accordance with Wildlife Habitat Management General Directives.
- Your cost target includes a Congressional Add-On of \$20,000 to initiate mandatory consultation with FWS and NMFS as required by Sec. 7 regulations of the Endangered Species Act.

4420 - DATA MANAGEMENT

- Your cost target has been adjusted as follows:

FY 1979 preliminary cost target	\$28,000
Add-On for additional work-months of computer specialist time (5 WM @ \$2,400)	+12,000
FY 1979 base cost target	\$40,000

State	Es
By	

IN Y. 2230-37

IN Y. 2230-37

DENVER SERVICE CENTER

Table of Organization

- Your FY 1979 TO is 494.
- Positions designated for the S&T staff (3 soils) are for planning purposes only. They may not be recruited without prior approval of the Director (500).
- Your EOY other-than-permanent full-time (OPFT) position ceiling is 225.

Evaluation

Plan on the following assignments of SC personnel to participate on WO conducted evaluation teams:

<u>Person</u>	<u>Evaluation</u>	<u>Dates</u>
1. M. Hupfer & D. Plumb (D-600)	Colorado GME	3/26-4/6/79
2. H. Inskeep (D-200)	Alaska Tech. Svcs.	10/23-11/3/78
3. D. Masterson (D-700)	Alaska Tech. Svcs.	8/20-31/79
4. R. Adams (D-500)	Nevada Mgmt. Svcs.	1/22-2/2/79

Equal Employment Opportunity

Program for:

- Commitment of six positions to the Upward Mobility Program.
- 10 work-months for Cooperative Education Agreement students.
- Attendance of Hispanic Employment Program Coordinator at national and/or regional IMAGE, LULAC, or American GI Forum conferences.

Work Assignment Records (WAR) Sheets and Technical Assistance

- Your Specific Directives provide a matrix summary of approved WAR's and their priority office. WAR priorities are relative and do not establish the specified order in which projects will be undertaken. Availability of appropriate staff and external deadlines must be considered in addition to the priority ranking when scheduling work. The priorities do mean that given the staff capability to undertake one or another project with no fixed external deadlines, the higher priority project must be undertaken first.

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The assigned WAR's are considered to be within your manpower capability. The technical assistance has not been completed reviewed and is subject to change, however, your assistance should be planned with the work-months remaining after WAR assignments.

The additional cost referred to in the matrix summary has been included in your cost targets unless specifically noted in the Directives for the lead staff. All additional costs are one-time unless otherwise noted.

WAR's and Technical Assistance are considered to be equal priority unless otherwise noted within Division and Staff Directives. The Service Center Director must assign WAR/technical assistance priorities based on knowledge of the relative importance and essential timing of technical assistance work related to the accomplishment of other offices' programs and the Bureauwide priorities of WAR's. Conflicts and uncertainties over priorities arising during the year are to be referred to the Associate Director for resolution.

End of year evaluation of the Service Center performance will be based heavily on accomplishment of WAR's as planned, and on completing technical assistance workloads specified in these Directives. As new situations arise during the year which will impact these accomplishments, AWP revisions must be processed and changes in priorities documented. Specifically, the Service Center will not undertake any new projects meeting the BLM Manual Section 1681 definition of development work until a WAR assignment approved by the Associate Director is received. Similarly, technical assistance workloads arising during the year but not specified in these Directives, which will reduce planned WAR or listed technical assistance accomplishments will not be undertaken until an AWP revision is documented and approved by the Associate Director. Involved WO staffs have been reminded of the WAR revision procedures outlined in BLM Manual Section 1681.

Approved WAR's will not be cancelled except with the approval of the Associate Director

4110 - Energy, Onshore

- Design a program (approach) to enable area managers and others to make the determination that a tract of land can be reclaimed to the standards set in 43CFR3041.2-2(f)(13)(i), and 20CFR715.20.

DENVER SERVICE CENTER

- The final product will have to be agreed to by OSM.
- Develop interpretation procedures for designing a reclamation prescription from data collected and published in EMRIA studies. After procedures have been approved and prior to end of FY 1979, begin writing reclamation prescriptions for each completed EMRIA study.

The following EMRIA contractual items are included in the Bureau's AWP at the indicated levels. Funds are held by the Director (350). However, you are responsible for monitoring the program.

CO	\$ 940,600
MT	1,337,500
NM	904,300
UT	684,200
WY	529,500
ESO	470,300

- EMRIA Equipment Development USFS - \$250,500

Public Land Hydrology	\$ 128,700
Channel Geometry	100,000
CSU BioMass Study	34,400
EMRIA Report Analysis	<u>10,000</u>

Grand Total	\$5,400,000
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Funds for positions in the Service Center are included in your base (4110).

Coal (Other)

- \$12,000 has been added to your cost target to cover Mr. Vander-walker's secretary.

4210 - LANDS AND REALTY OPERATIONS

- Fiscal Year 1979 WAR assignments are first priority. Continue to take the lead on the task force manual development effort. (Note: Section on Details and Instructor Assignments.)

DENVER SERVICE CENTER

Congressional Add-Ons

Component 35

- Mining Claim Recordation. Your cost target is increased by \$40,000 to provide additional capability to record all new mining claims within 90 days of location and record all old mining claims by October 21, 1979 as required by FLPMA. With this increase your base is \$40,000.

Records Systems Microfilm Projects

- Continue installation of the cadastral plat and field note microfilm systems.
- Provide ESO copies to scale of plats identified to be refurbished.
- Assist ESO as requested in the abstracting of field notes.
- Do a followup review of microfilm efforts in Montana for construction drawings.

4310 - FOREST MANAGEMENT

- FY 1979 WAR's are first priority. On WAR's requiring State assistance, coordinate (as appropriate) relative to date, place, and type of assistance needed.
- Review your submission of July 13, 1977, concerning scheduling of revisions/writing of BLM Manual Sections 5000 through 6000. Make any necessary recommended schedule changes with specific consideration for including BLM Manual Section 5700 (Forest Development). Submit your revisions to the Director (340) by December 22, 1978.
- Provide the following technical assistance (requested by State), as manpower availability permits.

<u>State</u>	<u>Type of Assistance 1/</u>	<u>Est. Work-Months</u>
California	Program design to facilitate environmental stratification for 3 planning units.	.5
Idaho	Develop a schedule of road construction costs and study possible relationships between timber bid values and pond values.	.5
	Assist in setting up a stand analysis procedure that is designed to process field data and provide alternative silvicultural treatments and economic evaluations for each treatment.	2.0

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<u>State</u>	<u>Type of Assistance</u> <u>1/</u>	<u>Est. of Work-Months</u>
Nevada	Assistant in developing inventories for low-	2.0
Utah	product value lands and provide guidance for handling the data in the planning system.	

1/ Contact States for specific details on individual technical assistance requests.

4320 - RANGE MANAGEMENT

Cost Target Adjustment (One-Time Congressional Add-Ons) .

43 - Wild Horse and Burro Management

- + \$16,000 to initiate the telemetry study for wild horses.
- + \$4,000 one-time increase for helicopter costs associated with WAR D-35.
- Coordination Meeting. Plan for D-330 staff to attend WO-DSC range program coordination meeting in Denver March 19-23, 1979.

4330 - RECREATION MANAGEMENT

- Completion of FY 1979 WAR assignments is first priority.
- Plan an estimated 1.0 work-month for Staff Leader's participation in Bureauwide recreation program evaluation.

Component 45 - Cultural Resource Management

- Review and evaluate selected Class I inventory studies, as specified by Director (370).
- Assist Director (370) with the preparation and presentation of the 6000-1 training course.

Component 46 - Visual Resource Management

- Participate in a study, led by WO (370), to analyze the application of VRM principles to the forestry program in Oregon, Idaho, and California.

Component 48 - Wilderness Management

- Your cost target includes no funding for wilderness work.

DENVER SERVICE CENTER

Component 49, 50, 51 - Recreation Management

- Assume lead for Visitor Use/Demand Analysis workgroup.
- Your cost target includes funds to cover consultant fees for the following workgroups: Interpretation Policy and Visitor Use/Demand Analysis.

4340 - SOIL, WATER, AND AIR MANAGEMENT

- 2 WM's should be allocated to assist the WO to develop technical procedures for floodplain management. A short WO detail may be involved. Travel will be funded by the WO.
- Work closely with Colorado, Utah, and Wyoming on Salinity problems. Emphasize BMP nonpoint source controls.
- 1 WM should be allocated to assist the Alaska State Office in the placer mining study.
- \$10,000 is being held in WO for initial planning, support, and implementation of EPA's STORET and USGS WATSTORE system for Bureau use.
- Provide Air Quality Specialist as an instructor at the Air Resource Training Course at Marana, Arizona (Course #9200-25) January 9-18, 1979.
- Provide guidance for incorporation of air resource considerations into the current wilderness review.
- Your base funds should be used for course 7000-4.

One-time cost target increases include:

- \$5,000 to conduct course 7000-3.
- \$7,500 to develop landsat visibility study contact.
- \$20,000 for SEA-FR/BLM Contract YA-515-1A6-3 (Solonetzic Rangeland Study). this is to supplement \$60,000 currently in base funds.
- \$20,000 for contract to conduct course 7000-1. Allocate at least 1 WM for course planning, coordinate with WO 350.
- *- \$30,000 to develop Air Resource Training Module.
- *- \$25,000 to develop soils audio visual program.

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- \$46,000 to complete salinity studies for Badger Wash, Salinity Data Collection and point source salinity control.
- \$35,000 for Radar geologic Sounding System development for Alaska (WAR #D-11).
- * Coordinate preparation of these items with Branch of Training, WO (553) to ensure standarization of procedures and that current techniques are being used.

6340 - (ONLY)

- Your one-time cost target includes:

* \$50,000 for a Radar geologic sounding system development in western Oregon. (In support of WAR D-10).

4360 - FIRE MANAGEMENT

- The DSC base cost target has been reduced to zero. Funding is project oriented and will show as a one-time item based on the assignment of WAR's.
- Provide the following assistance to BIFC in fire training development:
 - Review the following interagency course packages for technical accuracy. Provide the results to BIFC.
 1. (1/2 WM) Finance Chief, S-460. Review period, June through September 1979.
 2. (1/2 WM) Fire Business Management, S-260. Review period June through Spetember 1979.

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One-time cost target increases include:

- \$20,000 for purchase of equipment related to WAR's.

NOTE: Funding for WAR's Include:

Automatic Event Correlations Processor - \$52,000

Meteor Burst - \$9,000

C.U.E. System - \$2,000

General Purpose Data Collection Platform - \$12,500

Lightning Detection Units (2) and equipment - \$82,500

- See BIFC Directives for radio and tanker contracting.

4420 - DATA MANAGEMENT

The Service Center FY 1979 cost target is comprised of the following:

FY 1979 adjusted base increases	\$5,601,000
Additional WM's costs	+ 374,000
Telecommunications costs	+ 657,000
Base Subtotal	6,632,000
One-time increaase for equipment acquisition	+ 400,000
FY 1979 Cost Target	\$7,032,000

Specific information pertaining to cost target increases is included in the Component Directives.

In preparing your AWP, use the above items as a background for specific objectives. At a minimum, the following areas should be planned:

Component 05 - Telecommunications

- Added work-months, as appropriate, for central procurement of all field level ADP and data communications equipment, and maintenance services.
- At least 2 work-months for participation in the Telecommunication Study (Phase II) and an additional work-month for assistance to the proposed study of communications by an outside contractor.
- Provide for maintenance of the existing telecommunication network and expansion to all District Offices in Oregon. Your cost target includes funding for this item.
- Prepare for expansion to all District Offices during the first quarter of FY 1980.

Component 06 - ADP

- Plan on the centralized acquisition of the standard configuration of State Office equipment for New Mexico and Wyoming. Your cost target includes a one-time increase for one State. The additional \$400,000 should be available within your base by re-allocating funds that were used for one-time expenditures last year.
- Plan a minimum of 6, one-week visits to the WO for AWP preparation, WAR sheet coordination, ADP Management Plan coordination, and normal liaison.
- Plan six work-months, including travel, for field visits covering technical ADP assistance.
- Actively participate in the Honeywell users group.
- Host two of the planned four ADP Liaison meetings. Plan to send representatives to the other two meetings.
- Prepare for key entry of Mining Claim Recordation backlog if necessary.
- Plan two weeks including travel for the Division Chief to participate in the Technical Service Evaluation for Alaska or Utah.
- Plan at least 4 work-months for participation in a long range planning study for equipment needs at the field level.
- Plan two work-months during August 1979 for technical review of SO Project Plans submitted with AWP.
- Plan five work-months in support of the Departmental ADP Planning Project.
- Develop a comprehensive list of training courses to be included in the FY 1980 Bureau Training Catalog by February 15, 1979.
- Your cost target includes funding for 3 additional permanent positions.

Component 61 - Strategic Plan

Continued support of Strategic Plan implementation is a key element in FY 1979. Provide for general assistance towards management of the effort and for the following specific items:

- Work-months specified on WAR's in support of Strategic Plan systems development.

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- Case and Utilization DRD. Provide a core team of appropriate specialists drawn from appropriate Service Center organizational units.

Component 62 - Remote Sensing

- Identify peripheral equipment for image analysis processor that can be funded within your base cost target in FY 1979. Establish your priorities for acquisition of this equipment.

4500 - CADASTRAL SURVEY

- Your cost target include a one-time increase of \$713,000 for the following purposes and from the following sources: \$650,000 increase for special inertial equipment acquisition; factory training, and helicopter support; \$13,000 to carry out WAR assignments D-194, 195, and 197; and also a Congressional add-on of \$50,000 for riparian staff support.
- Complete monitoring system as outlined in IM 78-256 (D-520).
- Implement SETER writing policy and distribution of results (D-520).
- Participate and Chair Cadastral Equipment Committee. Schedule Fall 1978 meeting at Denver and Spring 1978 meeting to be held concurrently with annual ACSM-ASP meeting as instructed in IM 78-256 (D-520).
- Complete an acquisition schedule for FY 1979 identified equipment systems (D-500).
- Your basic cost target is \$227,000 for management and routine cadastral survey equipment system acquisition (D-520). The equipment to be acquired must be approved by the Cadastral Equipment Committee and by the Director (420).

4700 - ADMINISTRATION

Space and Alternatives

- States are authorized to proceed with requests covering items included in response to IM 78-141, dated March 17, 1978. If any additional requests or deviations from that initial plan are made, the State must justify the request fully and advise the Service Center as to how they intend to fund the request. If the Service Center determines that the request is justified and SLUC funds are available (based on current status of all Bureau space request) they may process the request to GSA. If SLUC funds are not available the Service Center must forward the request to the Director (500). Alteration costs should be handled in the same manner except you do not have a total Bureau plan to work against.

Records Management Assistance

- Assist as requested within availability of personnel, the holding of State Records Management workshops and other records systems activities.
- Within available manpower and upon request, provide assistance in connection with the records improvement program for the Eastern States Office, coordinating the effort with the Bureau's Management Information System.
- Provide assistance as needed for the DRD effort as it relates to land and survey records.

Financial Management

- The Financial Analysts (D-821) should plan to visit each State and review financial management procedures as they relate to the new FM System. A report will be submitted to Director (510) after all States have been visited. The basic report should contain:
 1. An outline (including an analysis) of problems the field is encountering with the new system and what recommended changes should be implemented to eliminate problems.
 2. Outline and analyse the various methods used in the States to train and orient employees on packaging and AWP procedures. This should be done with the idea of developing a Bureauwide slide-tape presentation early in FY 1980 for orientation of BLM employees.
 3. Outline the various procedures used by the States for controlling cost targets, work-months, procurement plans, equipment budget, stores and recommend, where necessary, Bureauwide procedures that should be employed to facilitate the management of these AWP inputs.

4800 - PROGRAM SERVICES

- Complete 108 1:100,000-scale new mapping quads as agreed at the BLM/GS Mapping Coordination Meeting, April 18-19, 1978.
- Arrange contract preparation and review on at least three 1:500,000-scale State land status maps in support of State Office requests.
- Provide technical assistance to State Offices for photographic, photogrammetric, geodetic, and other special mapping requirements to include up to the following work-months.

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- | | |
|---------------------------------|-------|
| (1) D-140 support | 3 WM |
| (2) Photo lab support | 7 WM |
| (3) Photogrammetric support | 30 WM |
| (4) Riparian specialist support | 8 WM |

- Provide for the printing and folding of 1:100,000-scale maps under the BLM-USGS Memorandum of Understanding.
- Plan 25 work-months for cadastral survey net data acquisition and compilation into a cartographic format for the phase "1-b" 1:100,000-scale maps under the Cooperative Agreement between the USGS and BLM on intermediate scale mapping (Departmental Manual 757, Chapter 2).
- Plan 15 work-months in support of the NCIC, USGS, for providing BLM aerial photographic data to the NCIC aerial photographic summary record system.
- Provide necessary field assistance in photo interpretation as requested by State Offices and conduct and participate in BLM/ASP Photographic Interpretation Workshop.
- Continue rescribing the 1:100,000-scale maps not previously meeting USGS National standard specifications.
- Plan travel for two persons for the USGS-BLM COORDINATION Meeting on mapping and photography at a State Office to be selected at a later date. Selection will be in conterminous U.S.
- Plan one work-month for preparation of training materials and instruction at the L&M School. Include travel costs.

Construction and Maintenance Assistance

Follow these general priorities in scheduling the FY 1979 workload:

- Review of State Office design and work associated with ongoing construction projects.
- Design of projects in the FY 1979 construction program.
- Completion of WAR's. (See General Directives on WAR sheets and Technical Assistance - Priorities and Review Procedures.)
- Site studies, technical assistance, and condition surveys.
- Design of projects in the FY 1980 construction program.

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- The projects listed in work level "A" of each work category should be accomplished during FY 1979. Projects listed in work level "B" may be worked on if the available skills cannot be effectively utilized on work level "A" projects.
- The projects identified below are not listed in priority order within each work level and there are no priorities between work categories. Priorities will be determined by the availability of skills and required design data for the projects. Design work will not begin until all of the required design data has been received in the Service Center.
- The general guides must be tempered with seasonal demands, field conditions, and critical time elements often associated with some projects.
- Further guidance is contained in the General Directives and the State Specific Directives for preparation of your AWP for the work identified below.
- Louis Parenteau should plan on participating in the development of a BLM Manual of Standards for Drinking Water Supplies. This will involve 3 two-week details to the WO. Travel to be funded by D-400.

DENVER SERVICE CENTER

BUILDINGS WORK CATEGORY

Work Level "A"

<u>State</u>	<u>Activity</u>	<u>Project Name</u>	<u>Remarks</u>
AK	2110	Fairbanks DO Complex	Multifacilities bldg. A&E Design Review
AK	2210	Facility Maintenance Study	Inhouse vs. Contract
AK	2110	Site Planning Assist- ance	Site plans for Tanacross and Galena. SO to pro- vide M.E.
AZ	2110	Black Rock Mtn. Look- out	Deisgn, consider adopting USFS design. SO to design utilities
CA	2110	Susanville DO Complex	Design warehouse, fire dispatch and shop
CA	2110	Surprise RAH	Construction Review Inspection
CO	2110	Western Slope Fire Operations	Design Phase II
ID	2110	Shoshone DO Complex	Design office addition and Construction Review Inspection
ID	2110	Squaw Butte Lookout	Design, consider adopting USFS design
ID	2110	Boise DO Complex	Phase I - Construction Review Inspection
ID	2110	Idaho Falls DO Complex	Vehicle storage - Con- struction Inspection
ID	2110	Shoshone DO Complex	Warehouse and shop Construction Review Inspection
MT	2110	Lewistown DO Complex	Fire retardent and vehicle storage design
MT	2210	Building Condition Surveys	Inspection of electrical service on buildings and wells

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<u>State</u>	<u>Activity</u>	<u>Project Name</u>	<u>Remarks</u>
NV	2110	Elko DO Complex	A&E design review
NV	2110	Elko DO Phase I	Warehouse, shop and fire dispatch Con- struction Review Inspection
NV	4360	Fire Station Design	Develop standard fire station designs
OR	6110	Horning Tree Seed Orchard	Shops and seed cleaning Construction Review Inspection
OR	6110	Salem DO Complex	A&E design Construction Review and Inspection
OR	2110	Lakeview DO Complex	Shop (electrical) Con- struction Review Inspecto
OR	6110	Roseburg DO Complex	Storage & cooler, A&E design review
UT	2110	Henry Mtn. RAH	Office and warehouse Construction Review Inspection
UT	2110	Hanksville Housing	Design 12 residences
UT	2210/2220	Sanitary Surveys	Review drinking water systems
WY	2110	Rawlins DO Complex	Warehouse design and construction by con- tracts
WY	2210	Building Condition Surveys	Worland, Rawlins, and Rock Springs

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BUILDINGS WORK CATEGORY

Work Level "B"

<u>State</u>	<u>Activity</u>	<u>Project Name</u>	<u>Remarks</u>
AZ	2110	Yuma DO Complex	Site study
AZ	2110	Communication Site Building	Design (3)
CA	2110	Surprise RAH	Design warehouse
CO	2110	Craig DO Complex	Design warehouse
ID	2110	Idaho Falls DO Complex	Site study
MT	2110	Antone Butte Radio Building	Design
NM	2110	Farmington DO Complex	Design basement renovation
NM	2110	Rio Grande Gorge	Design warehouse/shop
NM	2110	Rio Grande Gorge	Site study
NM	2110	Las Cruces DO Complex	Site study
NM	2110	Socorro DO Complex	Site study
OR	6110	Sawyer Creek Maint-Sta.	Design review
OR	6110	Glide Maint. Station	Design review
UT	2110	Vernal Office Complex	Wareyard study
UT	2110	Escalante RAH	Site study

DENVER SERVICE CENTERRECREATION WORK CATEGORYWork Level "A"

<u>State</u>	<u>Activity</u>	<u>Project Name</u>	<u>Remarks</u>
AK	2120	Paxson Lake Phase II	Water and sanitary systems design review
CA	2120	Yuha Way Station	A&E design review and Construction Review Inspection
CA	2120	Pacific Crest Trail - Walker Pass Trailhead	Design review
ID	2120	Hammer Creek Phase I	Boat launch and support facility design
NV	2120	Red Rock Visitor Center	EE & ME Construction Review Inspection
NM	2120	Cave Protection	Design review
OR	6120	Loon Lake Phase V	Complete building design and fish cleaning facilities
OR	6120	Loon Lake	Electrical Construction Review Inspection
OR	2120	Oregon River Contact Stations	Design review - Deschute River (2), Rogue River (1) Owyhee River (1)
UT	2120	Little Sahara Admin. Site	Construction Review Inspection

DENVER SERVICE CENTER

RECREATION WORK CATEGORYWork Level "B"

<u>State</u>	<u>Activity</u>	<u>Project Name</u>	<u>Remarks</u>
AK	2120	Delta River Canoe Takeout	Design review vault toilets
AZ	2120	Senator Wash	Sewage plant and electrical design
CA	2120	Clear Creek C.G.	Design review
CA	2120	Mojave Way Station	A&E design review
CO	2120	Escalante Ruins	Design contact station and sanitary facilities
ID	2120	Hammer Creek Phase II	Design - visitor contact station
MT	2120	Windrinker Visitor Center	Design
NM	2120	Aquirre Sprs C.G.	Design review
OR	2120	Oregon River Contact Stations	Review-Deschutes River (4), and Owyhee River (1)
UT	2120	White Sands C.G.	Sanitary facility design and review
UT	2120	Sand Wash Ranger	Design ranger quarters, office visitor center, administrative building, and support facilities

DENVER SERVICE CENTER

TRANSPORTATION WORK CATEGORY

Work Level "A"

<u>State</u>	<u>Activity</u>	<u>Project Name</u>	<u>Remarks</u>
CA	2130	Butte Creek Bridges (2)	Arrange for FHWA design
ID	2130	Lost River Bridges (2)	Arrange for FHWA design
ID	2230	Whitebird Bridge	Condition survey and bridge loading
ID	2130	W. Fork Pine Creek Bridge	Design
NV	2130	Haystack Bridge	Design
WY	2230	Wyoming Bridges	Condition surveys Red Creek and Sand Creek
WY	2130	Muddy Creek Crossings 1 and 2	Design review
WY	2130	Sand Draw Bridge	Design

Work Level "B"

<u>State</u>	<u>Activity</u>	<u>Project Name</u>	<u>Remarks</u>
AZ	2130	Darling Creek Bridge	Design
ID	2130	Quail Hill Bridge	Design

DENVER SERVICE CENTER

"WAR" WORK CATEGORY

<u>Name</u>	<u>WAR No.</u>
Case and Utilization Mgmt. DRD	D-116
Review of Contract Administration	D-202
Master Construction Specialists	D-154
Standard Drawing Update	D-100
Manual of Standards for Drinking Water Supplies	D-99
Manual Finalization Sections 6111, 1605, 1601	D-144
Space/Housing Review/Analysis-Budgeting System	W-4
Dam Safety	WO
Bridge Manual	WO
Engineering Manual Section Update	WO

MISCELLANEOUS WORK CATEGORY

Work Level "A"

<u>State</u>	<u>Activity</u>	<u>Project Name</u>	<u>Remarks</u>
CO	2220	YCC and YACC	Review and approval of plans and spec.
ID	2110/2120	YACC	Design prefab vault toilet, bldg., and well houses
NM	--	YCC and YACC	Modify group shelter plan prepared for Socorro YCC
UT	--	YACC	Site planning and design of a spike camp for 2 locations
All	2110	YACC	Develop standard prefab camp buildings

DENVER SERVICE CENTER

2210 - BUILDING MAINTENANCE

- Your cost target has been reduced by \$14,000 because of the shift in workload to construction design.

2220 - RECREATION MAINTENANCE

- Your cost target has been reduced by \$10,000 because of the shift in workload to construction design.

2230 - TRANSPORTATION MAINTENANCE

- Your cost target has been reduced by \$4,000 because of the shift in workload to construction design.

9800 - CADASTRAL SURVEY (TRANSFER FROM USFS)

- Your cost target includes funding for the following purposes:

Mountain Field Office: \$40.0 to complete 9,800 backlog

Western Field Office: \$8.0 to complete office backlog in 9,800

Cadastral Survey Development: \$17.0 to provide training materials to the Forest Service.

APPROVED FY 1979 WORK ASSIGNMENT RECORDS
FOR DSC BY OFFICE

Priority	WAR Number	Project Number	Project Title	Estimated Man-Month	Lead Office	Additional Cost	Activity	Remarks
<u>D-100 Director</u>								
		D-112	Lands Record Trial Project	6	D-100			
2	D-113		Automate Land Records Implementation	6	D-700			
3	D-114		Data Collection Trial Project	4	D-100			
4	D-115		Resource Inventory System Design	20	D-100			
5	D-116		Case and Utilization Management	4	D-100			
6	D-117		Socio-Economic Development	1	D-100			
7	D-25		Training Plan for Technical and User Personnel	6	D-100			
<u>D-120 Safety</u>								
1	D-1		What You Should Know and Do About The Bureau Safety Program	6	D-120			
<u>D-132 Cadastral Training</u>								
1	D-2		A/V Presentation: Subdivision of Sections	1	D-132			
2	D-3		A/V Presentation: Introduction to Water Boundary Surveys	2	D-132	20,500	4520	Within DSC Base
3	D-5		A/V Presentation: Overlaps, Hiatuses and Junior/Senior Corners	2	D-132	10,000	4520	Within DSC Base
4	D-4		A/V Presentation: Survey Records Investigation	2	D-132	10,000	4520	Within DSC Base
5	D-194		Publish "Specifications for Descrip- tion of Tracts of Land"	1	D-132	5,000	4520	
6	D-195		Publish "Surveying Our Public Lands"	2	D-132	5,000	4520	
7	D-9		Write Booklet "HP-67, Surveying Programs"	1	D-132	16,000	4520	Within DSC Base
8	D-196		Non-Cadastral New Hire Training	2	D-132			
9	D-6		A/V Presentation: Avulsion, Accretion and Reliction Surveys	3	D-132			
10	D-197		Write Booklet "Integrity and Ethics of Cadastral Surveyors"	2	D-132	3,000		
11	D-198		Cadastral Orientation at Cauldron for Non-Cadastral New Hires	1	D-132			

Encl. 1-327

D-140 Scientific Systems Development

1	D-152	Wildland Vegetation Resource Inventory	60.5	D-140	235	4420	(E-\$20k;D-\$315k)
2	D-150	Automatic Event Correlation Processor for LDS	3.5	D-140	52.5	4360	(E-\$2.5k;C-\$50k)
3	D-149	Remote Sensing for Definition of Water Boundaries & Accretion	2.0	D-140	25	4520	(E-\$0k;C-\$25k)
4	D-201	High Resolution Photography for Resource	1.5	D-140	--	4420	
5	D-19	Landsat Inventorying for Planning	1.5	D-140	50	4420	(E-\$0k;C-\$50k)
6	D-146	Alaska Communication Plan	1.5	D-400	--	4800	
7	D-101	Qualification Standards for COAR & TPEC	.5	D-500	--	4800	
8	D-16	Loran C for Approximate Positioning Applications	2	D-140	10	4520	(E-\$0k;C-\$10k)
9	D-21	Remote Weather Station	1	D-140	--	4360	
10	D-22	Wang & HP67/97 Calculator Program	1	D-140	--	4520	
11	D-147	Sharing Service for Cadastral Surveys Fire Management Telecommunications Service	3	D-400	--	4800	
12	D-13	Fire Related Technology	3	D-140	--	4360	
13	D-17	Microcomputer Survey	1	D-140	--	4520	
14	D-192	Multiple Objective Linear Programming for Multiple Use Land Planning	4.5	D-140	--	4420	
15	D-18	Soil Moisture Measurements from Seasat	1	D-140	--	4340	
16	D-199	Permanent Monumentation	1	D-140	--	4520	
17	D-10	Radar Geologic Sounding System Development -- Oregon	2.5	D-140	50	6340	(E-\$0k;C-\$50k)
18	D-200	Solar Heating and Cooling Applications	3	D-140	--	4800	
19	D-78	Cultural Resource Class II Inventory	--	D-370	--	4330	Will be done as support as required Anticipated less than .25 mm.
20	D-168	Training Course/Cultural Resource Class II Inventory	--	D-370	--	4330	Same as above.
21	D-14	Meteor Burst Remote Terminal for BLM's Automatic Weather Stations	3	D-140	9	4360	(E-\$9k;C-\$0k)
22	D-12	Call Queue System	3	D-140	2	4360	(E-\$2k;C-\$0k)

The following WAR's will only be accomplished if time becomes available during the Fiscal Year

23	D-11	Radar Geologic Sounding System Development -- Alaska	2	D-140	35	4340 (E-\$0k; C-\$35k)
24	D-151	General Purpose Data Collection Package (GPDCP) for Remote Automatic Stations	3	D-140	12.5	4360 (E-\$2.5k; C-\$10k)
25	D-15	Lineament/Vegetation Analysis	2	D-140	9.5	4420 (E-\$4.5k; C-\$5k)
26	D-148	Lightning Detection Systems	6	D-140	75	4360 (E-\$75k; C-\$0k)
27	D-23	Fire Danger Correlation to Occurrence	3	D-140	--	4360

D-150 Office of Special Mapping

1	D-149	Remote Sensing for Definition of Water Boundaries and Accretion	3	D-140	
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D-200 ADP

1	D-112	Lands Records Trial Project	24	D-100	
2	D-113	Automate Land Records Implementation	20	D-700	
3	D-114	Data Collection Trial Project	4	D-100	
4	D-115	Resource Inventory System Design	100	D-100	100,000
5	D-116	Case and Utilization Management	30	D-100	4420 Contract
6	D-117	Socio-Economic Development	4	D-100	
7	D-118	Mineral Lease Data System	3	D-310	
8	D-138	Cadastral Records Data Input	6	D-710	
9	D-24	Standards and Documentation	2	D-200	45,000
10	D-129	Cadastral Records ADP Inquiry	2	D-710	4420 Contract
11	D-119	Implementation PAY/PERS. Systems	5	D-600	(Within Base)
12	D-120	Redesign Denver Departmental Payroll	1	D-800	
13	D-125	Automate Simultaneous O&G Entry Card Processing and Drawing System	2	D-700	
14	D-137	Mineral Resource Data Acquisition	6	D-310	
15	D-132	Visual Resource Computer Analysis Technique	1	D-370	
16	D-25	Training Plan for Technical and User Personnel	2	D-200	65,000
17	D-123	Forestry Data Processing Implementation	4	D-200	4420 Contract
18	D-107	Word Processing Study	2	W-550	(Within Base)
19	D-124	BIM WCF - Implement Financing System for Special Purpose Vehicles	1	D-800	
20	D-159	WCF - Implement Rate System Aircraft Operation	2	D-800	
21	D-127	WCF - Program Additions	3	D-800	
22	D-128	Intensive Inventory Data Processing	4	D-340	
23	B-6	Direct Entry Fire Reporting System	3	BIFC	
24	B-10	REX Fire Data Expansion	2	BIFC	
25	D-130	Evaluation of Computer Application to Appraisal Workload	1	D-305	8,000
26	D-131	Develop/SIBAC Billing/Payment/Cost Subsystem	2	D-800	30,000
27	D-133	Distribution USGS Mineral Leasing Receipts	3	D-800	4420 Contract

Encl. 1-330

D-200 ADP (Continued)

28	D-134	Rights-of-Way	2	D-800
29	D-136	Automation of State and Congressional District Report	4	D-800
30	D-139	Project Field Coding Format	2	D-800
31	D-140	Computerized Aviation Use Records	1	D-800
32	D-141	Sustained Yield Unit Analysis	2	D-340
33	B-1	Computerized Coord. Aids Log. Support	3	BIFC
34	D-142	Computer Output Microfilm	1	D-700

D-300 Standards and Technology

1	D-115	Resource Inventory System Design	2	D-100
2	D-117	Socio-Economics Development	1	D-100
3	D-145	Technical Notes Publication Review	1	D-700
4	D-142	Computer Output Microfilm	1	D-700
5	D-48	Phase I, WC&D System	1	D-350
6	D-74	Technical Note: Historic Artifact Identification & Diagnostics	1.5	D-370
8	D-81	Visual Resource Activity Planning	.5	D-370
9	D-87	Manual Brochure Mock-up BLM's Heritage Program	.5	D-370
10	D-90	Training Package Preparation - Public Participation in Planning and Environmental Assessment	1	D-380
11	D-92	Training Package Preparation - Introduction to EAR Procedures	1	D-380
12	D-101	Qualification Standards for COAR'S and TPEC Members	.5	D-510
13	D-132	Visual Resource Computer Analysis Technique	.5	D-370
14	D-168	Training Course Cultural Resource Class II Inventory	.5	D-370

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D-305 Appraisals

1	D-130	Evaluation of Computer Applications to BLM's Appraisal Workload	4	D-305	6.5
2	D-26	Appraisal Training Material	3	D-305	
3	D-27	9312 Appraisal Manual - Special Consideration	3	D-305	

D-306 ATROW

1	D-26	Development of FLPMA Procedures Relative to the ATROW Program	8	D-306	
2	D-182	Rights-of-Way - 23 USC Federal Aid Highway Manual (2820)	1	D-320	

D-307 EMRIA

1	D-163	Develop Guidelines to Incorporate EMRIA into the Planning System	2	D-307	
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D-310 Minerals

1	D-116	Case and Utilization Management	4.25	D-100	
2	D-115	Resource Inventory System Design	2	D-100	
3	D-30	Minerals Input to Planning System	6.75	D-310	
4	D-118	Mineral Lease Data System	5	D-310	
5	D-125	Automate Simultaneous O&G Entry	1	D-700	
6	D-29	Card Processing and Drawing System	3.5	D-310	
7	D-31	Industrial Minerals Field Handbook	3.5	D-310	
8	D-137	Evaluation of Zeolite Deposits	2	D-310	
9	D-153	Mineral Resource Data Acquisition or Transfer	1.5	D-310	
10	D-59	Interpretation of Mineral Resource Story	2	D-350	
11	D-164	Placer Mining Activity and Impact on Water Resources	.5	D-350	
12	D-152	Flood Plain Management (EO 11988) Wildland Vegetation Resource Inventory	.5	D-140	

Encl. 1-332

D-320 Lands

1	D-115	Resource Inventory System Design	2	D-100
2	D-116	Case and Utilization Management	4	D-100
3	D-114	Data Collection Trial Project	2	D-100
4	D-178	Sales Manual (2700)	1	D-320
5	D-179	Rights-of-Way Manual (2800)	2	D-320
6	D-180	Management of Use, Occupancy, and Development Procedures (2900)	1	D-320
7	D-181	Land Dispositions and Use Authorization Manual (2400)	1	D-320
8	D-182	Rights-of-Way, 23 USC Federal Aid Highway Manual (2820)	2	D-320
9	D-183	Rights-of-Way, Special Requirements - Title I Manual (2830)	2	D-320
10	D-184	Rights-of-Way, Communications Systems Site Management Manual (2810)	2	D-320
11	D-185	Rights-of-Way, Corridor Designations and Technical Computability Manual Family Size Farm	1	D-320
12	D-186	Agricultural Leasing	2	D-320
13	D-187	Patent Preparation and Issuance Manual (1862)	2	D-320
14	D-188	Bonding Options for Land Use Authorizations - Handbooks	2	D-320
15	D-189	Develop Pipelines Shortcourse Economic Unit (2520 and 2626)	1	D-320
16	D-190	Development of FLEMA Procedures Relative to the ATROW Program	1	D-306
17	D-191	Floodplain Management (EO 11988)	.5	D-350
18	D-28			
19	D-164			

D-330 Range

1	D-116	Case and Utilization Management - DRD	6	D-100
2	D-115	Resource Inventory/URA System Design	4	D-100
3	D-32	Revise Manuals 4410 and 4413	4	D-330
4	D-33	Develop Statement of Work for Contracts for SVIM Data Adjustment Factors	2	D-330
5	D-152	Wildland Vegetation Resource Inventory	1	D-140
6	D-34	Develop Training Package for Soil Vegetation Inventory Data Interpretations	1	D-330

Encl. 1-333

D-330 Range (Continue)

7	D-64	Vegetation Allocation System Development	3	D-360	
8	D-38	Handbook on Decisions, Appeals and Hearings	3	D-330	
9	D-35	Adjustment Factors for Horse and Burro Population Estimates	3	D-330	4,000 Aircraft Rental
10	D-36	Training Package for Phoenix Resource Training Program	3	D-330	
11	D-39	Investigate Innovative Capture and Control Techniques for Horses and Burros	4	D-330	
12	D-40	Training Package - AMP Development, Implementation, Supervision and Evaluation	1	D-330	
13	D-51	Preparation of Salinity Control Manual Procedures	1	D-350	
14	D-95	Revision of Manual 9520 - Methods of Economic Analysis	1	D-390	
15	D-37	Prepare Handbook on Range Improvement Practices	2	D-330	

D-340 Forestry

1	D-115	Resource Inventory/URA System Design	2	D-100	
2	D-116	Case & Utilization Management - DRD	5	D-100	
3	D-44a	Intensive Inventory Supplement - BLM Manual 5200	5	D-340	
4	D-44	Bureau Manual 5200 - Forestry	2	D-340	
5	D-123	Forestry Data Processing Implementation	2	D-200	
6	D-141	Sustained Yield Unit Analysis	4	D-340	
7	D-128	Intensive Inventory Data Processing System	8	D-340	
8	D-162	Forest Management Planning - BLM Manual 5100	2	D-340	
9	D-152	Wildland Vegetation Resource Inventory	2	D-140	
10	D-47	BLM Manual 5300 - Timber Measurements	1	D-340	

Encl. 1-334

D-340 Forestry (Continue)

Cruise Evaluation	1.5	D-340
Road Construction Cost	3.5	D-340
Coordinated Water Resource Inventory	.5	D-350
BLM Manual 9520 - Methods of	1	D-390
Economic Analysis		
Floodplain Management (EO 11988)	.5	D-350

D-350 Watershed

1	D-115	Resource Inventory/URA System Design	2	D-100
2	D-152	Wildland Vegetation Resource Inventory	1	D-140
3	D-34	Develop Training Package for Soil - Vegetation Inventory Data Interpretations	1	D-330
4	D-64	Vegetation Allocation System	1	D-360
5	D-163	Develop Guidelines to Incorporate EMRIA Data Into Planning System	.5	D-307
6	D-48	Phase 1, WC&D System	1.5	D-350
7	D-49	Air Resource Manual	5	D-350
8	D-50	Revision of Soils Manual 7312.2 - Interpretations	1	D-350
9	D-51	Preparation of Salinity Control Manual Procedures	4.5	D-350
10	D-52	Soils Audiovisual Program	2	D-350
11	D-53	Conversion of Soil Manual 7312.1 to 7120 (New Subject Function Coding)	1	D-350
12	D-54	Endangered Plants Manual Development	1.5	D-350
13	D-55	Procedures for Watershed Activity Planning	3	D-350
14	D-56	Development of New Manual Section - Soil Inventory Operations Management	1	D-350
15	D-57	Evaluation of Methodology for Quantifying Soil Loss and/or Sediment Yield	1.5	D-350

Encl. 1-335

D-350 Watershed (Continue)

16	D-58	Self Instructional Package on BLM Air Resource Program	1	D-350
17	D-164	Flood Plain Management (EO 11988)	1	D-350
18	D-59	Placer Mining Activity and Its Impact	2	D-350
19	D-60	Water Resources and Aquatic Values	1	D-350
20	D-61	Critical Community Watershed	1	D-350
21	D-62	Careers with BLM in Water Resources Management	1	D-350
22	D-63	WC&D Phase I Watershed Inventory Evaluation	1	D-350
23	D-69	Coordinated Water Resource Inventory	1.5	D-350
24	D-93	Instream Flow Guidelines for Water Adjucation - Manual & Workshop	.5	D-380
		Environmental Statement Contracting Study		

D-360 Wildlife

1	D-115	Resource Inventory/URA System Design	2	D-100
2	D-64	Vegetation Allocation System	2	D-330
3	D-66	Development	3	D-360
4	D-172	Fish & Wildlife Personnel Training Package	2	D-360
5	D-174	Habitat Management Guides	1.5	D-360
6	D-70	Fisheries Habitat Management Handbook	2	D-360
7	D-68	Small Mammals Inventory Methods	1.5	D-360
8	D-175	Expansion of Physiographic Regions in Videotape Training on IHICS	.5	D-360
9	D-176	Videotape Training on Stream Inventory Methods	.5	D-360
11	D-152	Wildland Vegetation Resource Inventory	.5	D-140
12	D-19	Landsat Inventorying for Planning	.5	D-140
13	D-69	Instream Flow Guidelines - Manual and Workshop	1	D-350
14	D-67	Remote Sensing of Aquatic and Riparian Habitats	1	D-360

Encl. 1-336

D-370 Recreation

1	D-115	Resource Inventory System Design	2	D-100	
2	D-116	Case & Utilization Management - DRD	4.5	D-100	
3	D-72	Cultural Resource Portions of URA (1605) & MFP (1608) Manuals	3	D-370	
5	D-144	Recreation Inventory Manual & Recreation Portions of URA (1605) & MFP (1608) Manuals	5	D-370	\$5,000 Consultant
6	D-78	Cultural Resource Class II Inventory Strategy	4	D-370	
7	D-86	Allocation of Recreation Use	1.5	D-370	
8	D-75	Visual Resource Management/Energy Publication	4	D-370	\$10,000 4330 Printing
9	D-166	Natural History Inventory & URA (1605) and MFP (1608) Manuals	6	D-370	
12	D-81	Visual Resource Activity Planning Manual	2	D-370	
13	D-74	Technical Note--Historic Artifacts Identification/Diagnostics	1.5	D-370	\$1,000 Printing
14	D-88	Training Course - Recreation Planning	2	D-370	
15	D-83	Cultural Resource Portions of PAA (1607) Manual	2	D-370	
16	D-85	Interpretation Policy	2	D-370	
17	D-168	Training Course - Cultural Resource Class II Inventory	1	D-370	\$5,000 4330 Module Contract (533)
19	D-84	Visual Resource Simulation Techniques	2.5	D-370	\$5,000 4330 Simulator
20	D-77	Wilderness Area Management Procedures	5	D-370	
21	D-89	Recreation Programs Training Strategy	1	D-370	
23	D-82	Interpretation Cost Estimating	1	D-370	
24	D-170	Visitor Services Manual - 8361	2	D-370	

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D-370 Recreation (Continued)

	D-132	Visual Resource Computer Analysis Technique	1	D-370	\$3,000	4420	Computer Time
25	D-171	Visitor Services Training Package	2	D-370			
26	D-87	Brochure Mock-up -- BLM's Heritage Programs	.5	D-370			
27	D-164	Floodplain Management (EO 11988)	.5	D-350			
28							

D-380 Planning

1	D-115	Resource Inventory/URA Design System	2	D-100
2	D-117	Socio-Economic Development	3	D-380
3	D-51	Preparation of Salinity Control Manual Procedures	.5	D-350
4	D-30	Minerals Input to Planning	1	D-310
5	D-90	Training Package - Public Participation in Planning & Environmental Assessment	2	D-380
6	D-91	County Profile Procedures Development	5	D-380
7	D-93	Environmental Statement Contracting	5	D-380
8	D-192	Study Multiple Objective Linear Programming for Multiple Use Land Planning	2	D-380
9	D-164	Floodplain Management (EO 11988)	.5	D-350
10	D-92	Training Package Preparation - Introduction to EAR Procedures	3	D-380
11	D-163	Develop Guidelines to Incorporate EMRIA Data into the Planning System	.5	D-307

0-390 Economics

1	D-117	Socio-Economic Development	2	D-380
2	D-95	Revision of BLM Manual 9520 - Method of Economic Analysis	5	D-390
3	D-30	Minerals Input to Planning	1	D-310
4	D-91	County Profile Procedures Development	3	D-380
5	D-55	Procedures for Watershed Activity	1	D-350
6	D-34	Planning Develop Training Package for Soil - Vegetation Inventory Data Interpretation	1	D-330

Encl. 1-338

Electronics Communications Staff

1	D-96	Bureau Telecommunications Planning System	4	D-400
2	D-97	Telecommunications Service Reviews	4.5	D-400
3	D-98	Radio Frequency Assignment Process	4	D-400
4	D-146	Alaska Communication Plan Development	5	D-400
5	D-147	Fire Management Telecommunications Services	6	D-400
6	D-148	Lightning Detection Systems	1	D-140
7	D-150	Automatic Event Correlation Process for Lightning Detection Networks	1	D-140
8	D-151	General Purpose Data Collection Package (GPDCP) Automatic Stations	1	D-140
9	D-184	Rights-of-Way, Communications Systems Site Management Manual (2810)	.5	D-320

Design and Construction Staff

1	D-116	Case and Utilization Management	2	D-100
2	D-202	Review of Construction Contract Administration	2	D-400
3	D-154	Master Construction Specifications	4	D-400
4	D-100	Standard Drawings Update	2	D-400
5	D-99	Manual of Standards for Drinking Water Supplies	3	D-400
6	D-144	Recreation Inventory Manual (6111) & Recreation Portions of URA (1605) & MFP (1608) Manuals	1	D-370
7	W-4	Space/Housing Review/Analysis - Budgeting System	1	W-553

D-510 Procurement

1	W-1	Executive Seminar in Procurement	.5	W-552
2	W-2	Contracting Specialist's Workshop	.5	W-552
3	W-3	Reorganize, Update, Revise, and Reissue BLM Manual Section 1510	1	W-552
3A	D-116	Case and Utilization Management (DRD)	2	D-510

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D-510 Procurement (continued)

4	D-93	Environmental Statement Contracting Study	2	D-380
5	D-101	Qualification Standards for COAR's and TPEC Members	2	D-510
6	D-102	Standardize Procurement Request Forms	1	D-510
7	D-103	Preaward Survey Methods Regarding Capability of Bidder	1	D-510
8	D-154	Master Construction Specifications	1	D-400
9	D-33	Develop Statement of Work for Contracts for SVIM Data Adjustment Factors	.5	D-330
10	D-78	Cultural Resource Class II Inventory	.5	D-370
11	D-131	Strategy Development of SIBAC Billing/Payment/Cost Subsystems	2	D-510
12	B-5	BLM Class I - 500 (Medium Integral) Ground Tanker	.5	BIFC
13	D-202	Review of Construction Contract Admin.	2	D-400

D-520 Property Management

1	D-124	BLM WCF - Implement Financing System for Special Purpose Vehicles	1	D-800
2	D-127	BLM WCF - Programming Additions FY 1979	1	D-800
3	D-157	BLM WCF - Bureau Manual Revisions	.5	D-800
4	D-104	BLM Manual - 1520 Series - Personal Property Mgmt. & 1530 Series - Real Property Mgmt.	3	D-520
5	W-4	Space/Housing Review/Analysis - Budgeting System	1	W-553
6	W-5	Revision of BLM Manual Section 1534 - Quarters	1	D-520
7	W-6	Annual Space and Budget Projections (BLM Manual Section 1535)	1	D-520
8	D-126	BLM WCF - Study of Aircraft Operations	1	D-800
9	D-159	BLM WCF - Implement Rate System for Aircraft Operations	.5	D-800

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D-520 Property Management (continued)

10	D-158	BLM WCF - Study of Stores Activities	1	D-800
11	D-160	BLM WCF - Radio Study	1	D-800
12	D-131	Development of SIBAC Billing/Payment/ Cost Subsystem	1	D-800

D-600 Personnel

1	D-119	PAY/PERS. Implementation	6	D-600
2	D-120	Redesign Denver Departmental Payroll	4	D-800
3	D-153	Interpretation of Mineral Resource Story	2	D-310
4	D-193	Personnel Management Skills	3	W-530
5	D-156	Micrographics Training Aids	1	D-710

D-700 Records Systems

1	D-112	Land Records - Trial Project	4	D-100
2	D-113	Automate Land Records - Implementa- tion of System	6	D-700
3	D-115	Resource Inventory/URA Systems Design	6	D-100
4	D-116	Case and Utilization Management	6	D-100
5	D-125	Automated Simultaneous O&G Entry	3	D-700
6	D-145	Card Processing & Drawing System	2	D-700
7	D-108	Technical Notes Publication Review	2	D-700
8	D-109	Mgmt. of Libraries Within the BLM BLM Manual Section 1275 - Land Status Records	3	D-700
9	D-106	Rewrite BLM Manual Section 1271	3	D-700
10	D-107	Records Management System	4	W-550
11	D-105	Word Processing Study	4	D-700
12	D-142	BLM Manual Section 1271 Appendix 1, Records Disposal Schedule	2	D-700
13	W-7	Computer Output Microfilm Bureau Printing and Publications Review	2	D-700

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D-710 Microfilm

1	D-138	Cadastral Records Data Input from Terminal	1	D-710
2	D-129	Cadastral Records-ADP Inquiry	2	D-710
3	D-110	Automated Microfilm Retrieval	1	D-710
4	D-156	Micrographics Training Aids	3	D-710

D-720 RIP

1	D-113	Automate Land Records - Implementation of System	50	D-700
2	D-114	Data Collection Trial Project	50	D-100

D-800 Budget and Finance

1	D-116	Case and Utilization Management	2	D-100
2	D-119	PAY/PERS. Implementation	2	D-600
3	D-120	Redesign Denver Departmental Payroll	9	D-800
4	D-124	BLM WCF - Implement Financing System for Special Purpose Vehicles	1.5	D-800
5	D-127	BLM WCF - Programming Additions for FY 1979	2	D-800
6	D-157	BLM WCF - Bureau Manual Revisions	4	D-800
7	D-126	BLM WCF - Study of Aircraft Operations	1.5	D-800
8	D-159	BLM WCF - Implement Rate System for Aircraft Operations	2	D-800
9	D-158	BLM WCF - Study of Stores Activities	1.5	D-800
10	D-131	Development of SIBAC Billing/Payment/Cost Subsystem	10	D-800
11	D-136	Automation of State and Congressional District Report	2	D-800
12	D-140	Computerized Aviation Use Records	2	D-800
13	D-133	Distribution of USGS Mineral Leasing Receipts	1	D-800
14	D-134	Rights-of-Way	1	D-800

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D-800 Budget and Finance (Continued)

15	D-160	BLM WCF - Radio Study	1	D-800
16	D-139	Project Field Coding Format Expansion	1	D-800
17	B-7	Interagency Fire Training Course		
		Dev: Fire Business Mgmt. S-260		
		and Finance Ch. S-460	1	BIFC
18	B-8	BLM Aircraft Pay Document	1	BIFC
19	D-142	Computer Output Microfilm	1	D-700

BIFC

1	D-150	Automatic Event Correlation Processor for Lightning Detection Networks	2	D-140
2	W-8	National Fire Plan	1	W-440
3	B-2	Standardization of Forms Used in Interagency Fire Business Mgmt. Handbook	1.5	BIFC
4	B-3	Course Development 213, 214, and 215	1	BIFC
5	W-9	Update Fireline Notebook	.5	W-440
6	B-4	Interagency Fire Training Evaluation System	19.75	BIFC
7	B-5	BLM Class I-500 (Medium Int.)		
		Ground Tanker	4	BIFC
8	B-6	Direct Entry Fire Reporting System	3	BIFC
9	B-7	Interagency Fire Training Course		
		Dev. Fire Business Mgmt. S-260 and Fin. Ch. S-460	17	BIFC
10	B-8	BLM Aircraft Pay Document	1.5	BIFC
11	B-9	Unimog Fire Apparatus	10.5	BIFC
12	W-10	Fire Trespass Manual Section	2	W-440
13	B-10	REX Fire Data Expansion	4	BIFC
14	B-1	Computerized Coordination Aids		
		Logistic Support	4	BIFC
15	D-12	Call Queue System	1.5	D-140
16	B-11	Modification and/or Dev. of Spec. & Drawings for BLM Standard Ground Tankers	7.5	BIFC
17	B-12	ALDS Field Maint. Training	3	BIFC
18	B-13	Fire Communications Training	3.25	BIFC

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BIFC (Continued)

19	D-126	BLM WCF - Study of Aircraft Operations	1	D-800
20	D-140	Computerized Aviation Use Records	1	D-800
21	D-158	BLM WCF - Study of Stores Activities	1	D-800
22	D-159	BLM WCF - Implement Rate System for Aircraft Operations	.5	D-800
23	B-14	BLM Aviation Use Plan	3	BIFC
24	B-15	Helitanker	2	BIFC
25	D-148	Lightning Detection System	4	D-140
26	D-23	Fire Danger Correlation	2	D-140

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12345678910111213141516171819202122232425262728293031323334353637383940414243444546474849505152535455565758596061626364656667686970717273747576777879808182838485868788899091929394959697989910010110210310410510610710810911011111211311411511611711811912012112212312412512612712812913013113213313413513613713813914014114214314414514614714814915015115215315415515615715815916016116216316416516616716816917017117217317417517617717817918018118218318418518618718818919019119219319419519619719819920020120220320420520620720820921021121221321421521621721821922022122222322422522622722822923023123223323423523623723823924024124224324424524624724824925025125225325425525625725825926026126226326426526626726826927027127227327427527627727827928028128228328428528628728828929029129229329429529629729829930030130230330430530630730830931031131231331431531631731831932032132232332432532632732832933033133233333433533633733833934034134234334434534634734834935035135235335435535635735835936036136236336436536636736836937037137237337437537637737837938038138238338438538638738838939039139239339439539639739839940040140240340440540640740840941041141241341441541641741841942042142242342442542642742842943043143243343443543643743843944044144244344444544644744844945045145245345445545645745845946046146246346446546646746846947047147247347447547647747847948048148248348448548648748848949049149249349449549649749849950050150250350450550650750850951051151251351451551651751851952052152252352452552652752852953053153253353453553653753853954054154254354454554654754854955055155255355455555655755855956056156256356456556656756856957057157257357457557657757857958058158258358458558658758858959059159259359459559659759859960060160260360460560660760860961061161261361461561661761861962062162262362462562662762862963063163263363463563663763863964064164264364464564664764864965065165265365465565665765865966066166266366466566666766866967067167267367467567667767867968068168268368468568668768868969069169269369469569669769869970070170270370470570670770870971071171271371471571671771871972072172272372472572672772872973073173273373473573673773873974074174274374474574674774874975075175275375475575675775875976076176276376476576676776876977077177277377477577677777877978078178278378478578678778878979079179279379479579679779879980080180280380480580680780880981081181281381481581681781881982082182282382482582682782882983083183283383483583683783883984084184284384484584684784884985085185285385485585685785885986086186286386486586686786886987087187287387487587687787887988088188288388488588688788888989089189289389489589689789889990090190290390490590690790890991091191291391491591691791891992092192292392492592692792892993093193293393493593693793893994094194294394494594694794894995095195295395495595695795895996096196296396496596696796896997097197297397497597697797897998098198298398498598698798898999099199299399499599699799899910001001100210031004100510061007100810091010101110121013101410151016101710181019102010211022102310241025102610271028102910301031103210331034103510361037103810391040104110421043104410451046104710481049105010511052105310541055105610571058105910601061106210631064106510661067106810691070107110721073107410751076107710781079108010811082108310841085108610871088108910901091109210931094109510961097109810991100110111021103110411051106110711081109111011111112111311141115111611171118111911201121112211231124112511261127112811291130113111321133113411351136113711381139114011411142114311441145114611471148114911501151115211531154115511561157115811591160116111621163116411651166116711681169117011711172117311741175117611771178117911801181118211831184118511861187118811891190119111921193119411951196119711981199120012011202120312041205120612071208120912101211121212131214121512161217121812191220122112221223122412251226122712281229123012311232123312341235123612371238123912401241124212431244124512461247124812491250125112521253125412551256125712581259126012611262126312641265126612671268126912701271127212731274127512761277127812791280128112821283128412851286128712881289129012911292129312941295129612971298129913001

State SERVICE CENTER
By (space) 9/11

1991

Travel Colling:

BOISE INTERAGENCY FIRE CENTER

Table of Organization

- Your A/O for FY 1979 is 31.
- Your EOY other-than-permanent full-time position ceiling is 205.
- See General Directives for instructions concerning organization and manpower.

Equal Employment Opportunity

Program for:

- Commitment of one position for the Upward Mobility Program.

2210 - Building Maintenance

- Your cost target includes a \$25.0 add-on to be used for upgrading the level of maintenance of existing facilities.
- Your cost target includes a \$20.0 one-time increase to install an emergency generator to replace the present obsolete unit.

4360 - Fire Management

- Provide the following in fire training:

- Development.

1. Interagency Fire Training Evaluation System.

- A. Develop Phase II and Phase III in accordance with WAR # B-4. (19 3/4 WM's).
- B. Fire Business Management, S-260 and Finance Chief, S-460, develop in accordance with WAR # B-7 (17 WM's).
- C. Complete development of the following interagency courses:
 - (1) Tractor Boss, S-213
 - (2) Tanker Boss, S-214
 - (3) Firing Boss, S-215
 - (4) Intermediate Air Operations, S-370
 - (5) Plans Chief, S-440
 - (6) Maps and Records Officer, S-341
- D. Develop audio visual supplements to the following interagency courses:

BOISE INTERAGENCY FIRE CENTER

- (1) Service Chief, S-450
- (2) Camp Officer, S-354
- (3) Equipment Officer, S-355
- (4) Supply Officer, S-356

E. Provide assistance to North Carolina in the development of Basic Firefighter, S-130

F. Complete editorial revisions to Fire Behavior, S-390.

2. Course Presentation

Provide qualified instructors as outlined in the NIFQS handbook for courses to be presented at NITC as follows:

Aviation Safety/Management --

Chuck Stennett, Steve Smith, Clark Stewart

Fire Generalship/Command --

Cadre and Instructors: Jack Wilson, Mike Munkres,
Arnold Hartigan

Simulators: Ron Kalcso, Steve Smith, Jerry Williams,
Gail Elliott, John Russell, Mike Dimmick

- Submit the consolidated requisitions for ground pumpers (integral and slip-on) and radios to DSC not later than January 1, 1979.
- See DSC specific directives for funding of WAR's.
- One-time costs target increases include:
 - \$10,000 for roll bar research (USFS).
 - \$50,000 to support travel to the National Schools.
 - \$20,000 for National School support.
 - \$12,000 for Fuels Management course development.
 - \$21,000 for training development position located at Montana National Training Center.
- Plan time for Manual revisions.

State 811-C

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Encl. 1-351

ALASKA OCS

Table of Organization

- Your FY 1979 TO is 39.
- Your other-than-permanent full-time (OPFT) position ceiling is 13.
- See General Directives for instructions concerning organization and manpower.

Equal Employment Opportunity

- Program for commitment of one position for the Upward Mobility Program.

Travel Ceiling

- Your travel ceiling for FY 1979 is \$130,000. Advisory Board travel for the Intergovernmental Planning Program for the Leasing and Transportation of OCS Oil and Gas will be held in Washington Office.

4120 - Energy, Offshore

- Your cost target is increased \$51,000 to increase your capability in this subactivity. This offsets the reduction in 4420 (Planning).
- Plan to complete the necessary actions on the August 1977 OCS Planning Schedule.
- Plan and schedule a Mid-Year Review of FY 1979 Regional Studies Plans. Specifically, track contracts let by NOAA's Outer Continental Shelf Environmental Assessment Program (OCSEAP) to determine if work statements relate to Technical Development Proposal (TDP) objectives and methods.
- Prepare FY 1980 Regional Studies Plans. Specifically, identify regional issues, manpower estimates, budget estimates, review cycle and develop a schedule. The plans shall be done according to the guidelines of the National Plan. The FY 1980 Regional Studies Plans should represent the BLM's study "needs document" for OCSEAP to develop TDP's. A preliminary FY 1980 plan, identifying information needs, should be submitted to the Director (700), and NOAA/OCSEAP by December 1, 1978. A final plan should be submitted to the Director (700), by April 1, 1979.
- Implement the Intergovernmental Planning Program for the Leasing and Transportation of OCS Oil and Gas by initiating the indicated phases for those areas presently under lease or included in upcoming sales as follows:

Northern Gulf of Alaska and Cook Inlet, Phases I and II
Kodiak, Bearing-Norton, and Federal/State Beaufort
Sea Phase I

ALASKA OCS

- Identify and initiate procurements outside of those provided by NOAA/OCSEAP. Specifically provide manpower requirements to monitor (COAR) contracts, procurement cost and a schedule of procurements for FY 1979.
- Prepare program framework and statements of work to conduct monitoring of socio-economic and petroleum activity indicators identified by the Alaska Socio-Economic Studies Program.

4140 - Nonenergy, Offshore

- Plan to provide 1/2 work-month of staff assistance to the Director (730) to examine the potential for OCS hardrock mining within your region.

4350 - Wildlife Habitat Management

-01 Support

- Your cost target includes \$20,000 to initiate mandatory consultation with FWS and NMFS as required by Sec. 7 regulations of the Endangered Species Act. Refer to Wildlife Habitat Management General Directives

4420 - Data Management

- Please explain your proposed use of the additional \$54,000 of cost target you requested.
- Your FY 1979 base cost target is \$72,000.

Component 61

- Plan one work-month in support of the Case and Utilization Management Detailed Requirements Definition (DRD).

4800 - Program Services

Component 03 - Administrative Operations - Cartography

- Consider attendance of one employee at the Coastal Zone Mapping, Surveying, and Management Symposium to be held in New York, New York, May 1979.

NEW YORK OCS

Table of Organization

- Your FY 1979 TO is 30.
- Your other-than-permanent full-time (OPFT) position ceiling is 6.
- See General Directives for instructions concerning organization and manpower.

Equal Employment Opportunity

- Program for commitment of one position for the Upward Mobility Program.

Travel Ceiling

- Your travel ceiling for FY 1979 is \$77,000. Advisory Board travel for the Intergovernmental Planning Program for the Leasing and Transportation of OCS Oil and Gas will be held in Washington Office.

4120 - Energy, Offshore

- Plan to complete the necessary actions on the August 1977 OCS Planning Schedule.
- Implement the Intergovernmental Planning Program for the Leasing and Transportation of OCS Oil and Gas by initiating the indicated phases:
 - #40, Mid-Atlantic, Phases I and II
 - #42, North Atlantic, Phases I and II (Phase II initiation contingent upon settlement of litigation).
 - #49, Mid-Atlantic, Phases I and II
 - #52, North Atlantic, Phase I
 - #59, Mid-Atlantic, Phase I
- Plan and Schedule a Mid-Year Review of the FY 1979 North and Middle Atlantic Regional Study Plan. Adjustments in the plan will be made as a result of this review.
- Update and prepare FY 1980 Regional Study Plans. These plans should include the following: issue identification; review meetings; scientific review cycle; budget estimates; manpower estimates. The plans shall be done according to the guidelines of the National Plan. These plans shall be submitted to the Director (700) by June 1, 1979.

NEW YORK OCS

- Formulate a schedule for submission of complete procurement packages for those studies identified in the Regional Study Plans. This schedule should be consistent with established time requirements of the procurement process. This schedule should reflect delivery of contractual products in time to meet decisionmaker's needs as identified in the Regional Study Plans.

4120 - Nonenergy - Offshore

- Your cost target is increased \$18,000 to increase your capability in this subactivity. This offsets the reduction in 4420 (Planning).
- Plan to provide 1/2 work-month of staff assistance to the Director (730) to examine the potential for OCS hardrock mining within your organization.

4350 - Wildlife Habitat Management

-01 Support

- Your cost target includes \$20,000 to initiate mandatory consultation with FWS and NMFS as required by Sec. 7 regulations of the Endangered Species Act. Refer to Wildlife Habitat Management General Directives.

4420 - Data Management

- Your cost target has been adjusted as follows:

FY 1979 preliminary cost target	\$5,000
Add-on for Strategic Plan support	<u>+5,000</u>
FY 1979 base cost target	\$10,000

Component 61

- Plan one work-month in support of the Case and Utilization management DRD.

4800 - Program Services

Component 03 - Administrative Operations - Cartography

- Consider attendance of one employee at the Coastal Zone Mapping, Surveying, and Management Symposium to be held in New York, New York, May 1979.

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NEW ORLEANS OCS

Table of Organization

- Your FY 1979 TO is 44.
- Your other-than-permanent full-time (OPFT) position ceiling is 12.
- See General Directives for instructions concerning organization and manpower.

Equal Employment Opportunity

- Program for commitment of one position for the Upward Mobility Program.

Travel Ceiling

- Your travel ceiling for FY 1979 is \$107,000. Advisory Board travel for the Intergovernmental Planning Program for the Leasing and Transportation of OCS Oil and Gas will be held in Washington Office.

4120 - Energy, Offshore

- Your cost target is increased \$18,000 to increase your capability in this subactivity. This offsets the reduction in 4420 (Planning).
- Implement the Intergovernmental Planning Program for the Leasing and Transportation of OCS Oil and Gas by initiating the indicated phases for those areas presently under lease or included in upcoming sales as follows:

Eastern Gulf of Mexico, Phases I and II
Western Gulf of Mexico, Phases I, II, and III
South Atlantic, Phases I and II

- Plan and Schedule a Mid-Year Review of the FY 1979 Gulf of Mexico and South Atlantic Regional Study Plan. Adjustments in the plan will be made as a result of these reviews.
- Update and prepare FY 1980 Regional Study Plans. These plans should include the following: issue identification; review meetings; scientific review cycle; budget estimates; manpower estimates. The plans shall be done according to the guidelines of the National Plan. These plans shall be submitted to the Director (700) by June 1, 1979.

NEW ORLEANS OCS

- Formulate a schedule for submission of complete procurement packages for those studies identified in the Regional Study Plans. This schedule should be consistent with established time requirements of the procurement process. This schedule should reflect delivery of contractual products in time to meet decisionmaker's needs as identified in the Regional Study Plans.

4140 - Nonenergy, Offshore

- Plan to provide 1/2 work-month of staff assistance to the Director (730) to examine the potential for OCS hardrock mining within your region.

4350 - Wildlife Habitat Management

-01 Support

- Your cost target includes \$20,000 to initiate mandatory consultation with FWS and NMFS as required by Sec. 7 regulations of the Endangered Species Act. Refer to Wildlife Habitat Management General Directives.

4420 - Data Management

- Your FY 1979 base cost target is \$10,000.

Component 61

- Plan one work-month in support of the Case and Utilization Management DRD.

4800 - Program Services

Component 03 - Administrative Operations - Cartography

- Consider attendance of one employee at the Coastal Zone Mapping, Surveying, and Management Symposium to be held in New York, New York, May 1979.

By _____
State _____

Noocs

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Travel Colling: 780

Table of Organization

- Your FY 1979 TO is 33.
- Your other-than-permanent full-time (OPFT) position ceiling is 9.
- See General Directives for instructions concerning organization and manpower.

Equal Employment Opportunity

- Program for commitment of one position for the Upward Mobility Program.

Travel Ceiling

- Your travel ceiling for FY 1979 is \$80,000. Advisory Board travel for the Intergovernmental Planning Program for the Leasing and Transportation of OCS Oil and Gas will be held in Washington Office.

4120 - Energy, Offshore

- Your cost target is increased \$72,000 to increase your capability in this subactivity. This offsets the reduction in 4420 (Planning).
- Plan to complete the necessary actions August 1979 OCS Planning Schedule.
- Implement the Intergovernmental Planning Program for the Leasing and Transportation of OCS Oil and Gas by initiating the indicated phases:
 - #35, Southern California, Phases I, II, and III
 - #48, Southern California, Phases I and II
 - #53, Central and Northern California, Phase I
- Refer to subactivity 4120 General Directives for approved OCS nontraining meetings, conferences, and workshops.
- Plan and Schedule a Mid-Year Review of the FY 1979 Southern California and Northern California Regional Study Plans. Adjustments in the plans will be made as a result of these reviews.
- Update and prepare FY 1980 Regional Study Plans. These plans should include the following: issue identification; review meetings; scientific review cycle; budget estimates; manpower estimates. The plans shall be done according to the guidelines of the national plan. These plans shall be submitted to the Director (700), by June 1, 1979.

PACIFIC OCS

- Formulate a schedule for submission of complete procurement packages for those studies identified in the Regional Study Plans. This schedule should be consistent with established time requirements of the procurement process. This schedule should reflect delivery of contractual products in time to meet decisionmaker's needs as identified in the Regional Study Plans.

4140 - Nonenergy, Offshore

- Plan to provide 1/2 work-month of staff assistance to the Director (730) to examine the potential for OCS hardrock mining within your region.

4350 - Wildlife Habitat Management

-01 Support

- Your cost target includes \$20,000 to initiate mandatory consultation with FWS and NMFS as required by Sec. 7 regulations of the Endangered Species Act. Refer to Wildlife Habitat Management General Directives.

4420 - Data Management

- Your FY 1979 base cost target is \$10,000.

Component 61

- Plan one work-month in support of the Case and Utilization Management DRD.

4800 - Program Services

Component 03 - Administrative Operations - Cartography

- Consider attendance of one employee at the Coastal Zone Mapping, surveying, and Management Symposium to be held in New York, New York, May 1979.

State PA

AVC Work Month	Post	4110.	4120	4130	4140	4210	4310	4320	4330	4340	4350	4360	4410	4420	4500	4700	4870
1. PAMP Cost	Target 4/5/78																
2. FY 79 Bu/wide 4800 and Leave Adjust.					41								107				124
3. FY 78 Pay Raise Annualization Reduction			599										-72				
4. Other Program Adjust. (See Spec. State Dir.)			-5											710			
5. Congressional Add-ons:			4261		434						420						
SECTION 7 CONSULTATION																	
Total			855		75						20		35	10			124
4800 Adjustment - Congressional Add-ons Only			-		-						-		-	-			X
Revised Total			855		75								35	10			+

Travel Colling: P/30

ALASKA PIPELINE OFFICE

Table of Organization

- Your T/O for FY 1979 is 23.
- Your EOY other-than-permanent full-time position ceiling is 0.
- There is no set travel ceiling for your office as your travel is reimbursable, however, you must continue to effectively manage your travel.

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- D. Travel Estimate
- E. Annual Training Plan (Form 1680-9)
- F. Proposals for Nontraining Meetings, Conferences, and Workshops (Form 1680-12)
- G. Proposals for Development Work Assignments (Form 1680-13)
- H. Proposals for Construction Projects and Technical Engineering Assistance
- I. Land and Easement Acquisition Worksheet (Form 1680-15)
- J. Construction Worksheet (Form 1680-16)
- .12 Submission**
- .13 Review**
- .2 Annual Work Plan: Preparation, Submission, and Review**
- .21 Preparation of Documents**
- A. Annual Work Plan (1680-1)
1. Special Instructions
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5. Activity, Component Job Code Combinations

- B. Procurement AWP (Form 1680-5)
- C. Equipment Budget (Form 1680-4)
- D. Fire Planning Summary, Form 1680-2, Strength-of-Force, Form 1680-3 and Fire Force Location Summary, Form 9210-44
- E. Operational Planning System (OPS)
- F. Land and Easement Acquisition Worksheet (Form 1680-15)
- G. Construction Worksheet (Form 1680-16)
- H. Listing of Non-Government Meetings
- I. Listing of Non-Training Meetings, Conference, and Workshops
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.22 Submission

.23 Review

.3 Operating Budget

.31 Creation

.32 Revision

- A. Program and Cost Target Revisions
- B. Procurement AWP Revisions
- C. Equipment Revisions
- D. Emergency Fire Rehabilitation
- E. Emergency Reconstruction, Replacement, or Repair
- F. Emergency Search and Rescue

.33 Reports

- A. Mid-Year Review
- B. End-of-Year Review

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1. Position Identification and Justification (1680-14)
2. Annual Training Plan (1680-9)
3. Non-Training Meetings, Conferences, and Workshops Outline(1680-12)
4. Work Assignment Record (1680-13)
5. Annual Work Plan (1680-1)
6. Procurement AWP (1680-5)
7. Equipment Budget (1680-4)
8. Leased/Purchased Equipment (1680-4)
9. Land and Easement Acquisition Worksheet (1680-15)
10. Construction Worksheet (1680-16)
11. Narrative Format
12. Fire Force Location Summary (9210-44)
13. Fire Planning Summary (1680-2)
14. Strength-of-Force Summary (1680-3)

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.01 Purpose. This section provides instructions for every Bureau official regarding the development and preparation of Annual Work Plan (AWP) documents. Included are instructions for the completion of required forms and narratives, and instructions regarding the submission of these items for approval by the Directorate.

.02 Objective and Background.

A. Objective. The objective of Annual Work Planning is to implement the Bureau's program plans as justified in the annual budget presentation to the President and the Congress. In support of the annual request for appropriations, the Bureau justifies the amount of funds requested with specific work plans for each program. These justifications are developed from needs identified through the programming system. When new budget (obligational) authority is appropriated by an Act of Congress, the Bureau has the responsibility for accomplishing the program which was set forth in its budget justifications. The Operating Budget is the management tool for executing each specific program which the Bureau is expected to accomplish during the current fiscal year. When approved by the Director, the AWP becomes the operating budget.

B. Background. The Annual Work Plan is the tool for development of organizational operating plans in accordance with specific commitments and policy directions set forth each year in preliminary AWP directives and in the AWP Directives. The AWP submission by each organizational unit becomes the current year Operating Budget for that organizational unit after it is approved by the Director as being consistent with the Appropriation Act.

The BLM's operating budget system is cost-based, and fully integrated with regard to program, budget, accounting, and progress reporting. The system is capable of providing measures of productivity since it collects information in terms of dollars and people inputs, and directly relates these inputs to work outputs.

During the course of the current fiscal year, the Operating Budget serves as one means by which the Director can measure the progress of the Bureau toward the accomplishment of its programs. The Operating Budget is also one means by which line managers can maintain effective management control over their current year programs in order that planned accomplishments can be completed. The system increases managerial flexibility and frees line managers from individual fiscal constraints (formal allotments) since these are managed at the Bureau level. The system emphasis at the various line management levels is on completing planned units of work at the lowest cost consistent with established program quality standards.

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.03 Authority.

A. Sources. The Authority for preparation of the Annual Work Plan and its adoption as an Operating Budget is found in the Budget and Accounting Act of 1921, and amendments thereto (31 U.S.C. 1-60), P.L. 84-863, the Office of Management and Budget Circulars (A34), and Title 2 of the GAO Policies and Procedures Manual for Guidance of Federal Agencies.

B. Delegations.

1. Delegation of authority to the Director from the Secretary is covered in DM 135, 205, and 235.

2. All delegation of Authority from the Director to BLM personnel is conveyed through Delegation of Authority as published in the Federal Register and other pertinent documents.

.04 Responsibility. (All Offices) Assistant Directors, WO Office Chiefs, State Directors, the Service Center Director, the BLM Director - Boise Interagency Fire Center, Director ESO, Managers of Outer Continental Shelf Offices, and the Alaska Pipeline Office Authorized Officer are responsible for preparation and submission of an AWP for their offices and subordinate offices, if any, under their jurisdiction. It is the responsibility of these officials to review and analyze the plans of their subordinate units to assure compliance with Bureau objectives and Annual Work Plan Directives. When AWP's are approved, managers are responsible for insuring that the program goals, as set forth in the operating budget, are met.

.05 Definitions. (See Glossary of Terms.)

.06 Policy (Reserved)

.07 Operating Budget Concepts. The operating budget system provides management with a useful tool for program management and accomplishment reporting.

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A. Difference Between Allotment and Operating Budget. Operating budget cost targets are not an allotment of funds. The Bureau has only one allotment of funds, which is made from the Assistant Director - Administration to the Chief, Division of Budget and Program Development, who is the Bureau Officer accountable under law for insuring that obligations do not exceed available budget authority (appropriations by activity). The operating budget system relies on the fact that, with realistic plans, cost over-runs and under-runs tend to balance out on a Bureauwide basis. Thus, line managers can emphasize accomplishing planned work units at lowest cost consistent with established quality standards. They do not need to concern themselves with insuring that obligations do not exceed a specific number of dollars except for certain items where cost or obligation ceilings are specified, e.g. travel costs, equipment, and construction of facilities. Under the system, all line managers are responsible for advising the next higher level of management of significant variations between actual and planned costs.

B. Program Integrity. The total work planned in operating budgets reflects the Bureau's commitments to the Secretary, the President, and the Congress. Through the budget process, the Bureau indicates that when it is appropriated money and people it will accomplish specific work to meet national needs and objectives. The emphasis then, at all levels of management, must be directed towards the accomplishment of the program of work as set out in the operating budget at the least cost.

C. Program Management Options. One primary objective of the operating budget system is to give State Directors, District Managers, and other program managers the maximum possible flexibility for effective program management. Primary emphasis is upon program accomplishments. The manager's goal, under this concept, is to accomplish the established program goals by using the most effective and least costly means. Program officials may choose the mix of several options for accomplishing their work in the most efficient manner. Primary options include people or contracts and trade-offs among equipment, projects, and other significant cost items not normal to past experience. All principal program offices are assigned average work-month costs by sub-activity based upon specific cost experience. Given a level base, from one year to the next, any increase in average work-month costs will result in less work-month capability in the succeeding year. Likewise, given a level base, an increase in projects, equipment, or other special cost items will also decrease work-month capability. Under this concept, if a manager chooses to contract services such as engineering, appraisal, or title search, in excess of the past year's use, other optional features must be reduced by an equal amount. Operating budgets are developed on a direct-cost basis because the manager has discretionary control over these costs and can legitimately be held responsible for them.

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D. Management Responsibility for Efficient Use of Operating Budget Flexibility. Flexibility in the operating budget system allows the Bureau to accommodate unplanned emergencies, to make mandatory shifts in priorities, and to accommodate local increases and decreases in public demand workload where the Bureauwide base of operations provides for trade-offs. Effective use of this flexibility cannot be attained unless program managers use this tool as a management device, not only for their particular unit but also for the entire Bureau program. This means that operating level managers must look ahead and advise the next higher level of management when it becomes apparent that cost or work-month utilization is deviating from the operating budget, and the related effect of this on planned program accomplishments. It is equally important that timely decisions are passed down through the management levels so that the operating manager can shift work emphasis when necessary. It is important that line-problems are known and that supervisory managers make every effort to resolve problems promptly.

E. Cost-Consciousness Under the Operating Budget. Program managers should be aware of the cost of accomplishing their programs and be alert to reducing the overall cost of their work units. This should not be equated with a reduction in dollars available to do the work but, rather, should be viewed as a way to increase overall efficiency. Unit costs from the program management reports are utilized to evaluate management effectiveness. Managers who increase their average work-month costs through use of additional services over prior year's experience without planning for such increases are not operating within the concept of the program management system. Such variations, which have not been accommodated by decreasing other program options or by securing cost target increases, will be identified through program reviews and the evaluation system. The responsible office will be looked at first when overall program reductions must be made to readjust annual work plans with available funds. Such action may also influence performance evaluations and the allocation of future program increases.

F. Annual Work Plan (AWP) Cycle.

1. February/March - PAWP Directives are developed and issued to the field from W.O.
2. May - PAWP documents are submitted from the field to W.O. for review.
3. June - AWP Directives are drafted and issued to the field from W.O.
4. August - AWP documents are submitted from the field to W.O. for review.
5. August - AWP reviewed by W.O.

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6. September - Approval of operating budget.

7. Initiate execution of program plans on October 1.

G. Submission of Documents. Because of the large amount of time necessary to review and collate AWP-related documents submitted from the field, it is essential that submissions conform strictly with submission instructions for each phase of the AWP preparation and review process. This is particularly important in terms of numbers of copies, completion of all required spaces on forms, format of narrative pages, etc.

H. Utilization of Permanent Work-Month Lapse. Permanent work-month lapse can be converted by the States/Offices to additional nonpermanent work-months in the same subactivity without WO approval.

I. Equipment Budget Philosophy. An equipment budget is prepared as part of the AWP because equipment is a major cost option to be considered in program development. Cost targets for approved equipment within a given activity/subactivity may not be exceeded. If cost overruns are occurring on the equipment items, the State has the responsibility for either deleting items or requesting an AWP revision from the Director (510). Authority to substitute one item for another is delegated to field offices for items costing \$2,000 or less. An allowable "miscellaneous" statewide equipment amount of \$8,000 (OCS Offices - \$2,000) is authorized. The equipment budget status (i.e., equipment not yet purchased) is used extensively in making Bureauwide fund availability projections.

J. Procurement Plan Philosophy. The procurement plan serves three primary purposes: (1) provides a means to plan the procurement-related workload at the District, State, Service Center, and Washington Offices to aid in timely processing of procurement actions; (2) provides for planning costs of large procurements not otherwise included in the work-month cost or equipment budget; and (3) the procurement plan status is used extensively in making Bureauwide fund availability projections.

K. Adjustment Approvals. AWP revisions involving trade-offs between WM's, equipment, or contracts are to be approved by WO 510, except as specifically provided for within Section .07 above. Depending upon the significance of the revisions, timeliness, etc., approval by telephone may be requested.

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.1 Preliminary AWP: Preparation, Submission and Review.11 Preparation of Documents.

A. Narratives. Submit narratives by component or topic, on 8"x10½" paper with one component or topic per page. Each page must have a heading, page number and name of state.

B. PAWP Tentative Cost Targets and Position Ceilings. The Preliminary Annual Work Plan Directives contain increase and decrease allowances in terms of funds and positions, and provides format instructions for submitting total proposed cost targets.

C. Planned Use of Increase Positions. A Position Identification and Justification, Form 1680-14 (See Illustration 1), will be completed and submitted for each increase position to correlate new positions with program increase objectives, and to specify acceptable standards of performance to accomplish workload features. (Note: It is extremely important that the program increase is fully identified, e.g. FY 1978 Congressional Range Add-on, FY 1978 Regular Budget Forestry Increase, FY 1978 Supplemental appropriation recreation increase, etc.) Maintain a control log of 1680-14's submitted, and show consecutive number, i.e., 78-1, 78-2, etc.) in appropriate space on 1680-14. When submitting Form 1400-59 to establish a new approved position show the consecutive number of the 1680-14 under remarks section of Form 1400-59.

D. Travel Estimate. The PAWP directives provide specific instructions for estimating total travel ceiling requirements. Requests for a ceiling increase over the previous years' ceiling and for increases associated with new positions, must be fully justified.

E. Annual Training Plan, Form 1680-9. (See Illustration 2.)

F. Proposals for Non-Training Meetings, Conferences, and Workshops, Form 1680-12. (See Illustration 3.)

G. Proposals for Development Work Assignments, Form 1680-13. (See Illustration 4.) An advance request for field offices input and recommendations for development work for accomplishment by the BIFC, DSC, or W.O. is distributed prior to Preliminary Annual Work Plan preparation. This request will provide for a response date with enough lead time to allow the requests be included with PAWP directives provided to appropriate offices. All offices may recommend development work for accomplishment by the BIFC, DSC, or W.O. staffs. A summary listing in order of priority of all proposed projects must accompany the submission from the DSC and BIFC. The development work is entered on Work Assignment Records, Form 1680-13. Proposals for such work include:

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1. Recommended study, refinement, and/or implementation of new systems, programs, procedures, and policies.

2. Recommended review and redesign of existing systems, or provisions of policy, procedure, training, directives, etc.

H. Proposals for Construction Projects and Technical Engineering Assistance. Submit for all construction related subactivities (2110, 2120, 2130, 2140, 6110, 6120, 6130 and 6140) based on cost targets and supplemental information, the Construction/Acquisition Worksheets, Forms 1630-15 and 16 provided in the PAWP Directives. Technical engineering assistance from DSC will also be included on the worksheet as a separate line item.

I. Land and Easement Acquisition Worksheet, Form 1680-15. A Land Easement Acquisition Worksheet (Form 1680-15) to cover the total acquisition program (2140, 6140, or 9400) must be submitted with the PAWP. See Illustration 9.

J. Construction Worksheet, Form 1680-16. A separate Construction Worksheet (Form 1680-16) for each construction activity (2110, 2120, 2130, 6110, 6120 and 6130) must be submitted with the PAWP. See Illustration 10.

.12 Submission. Dates for submission are provided in the PAWP Directives.

.13 Review. The Directorate reviews all input and finalizes necessary items to develop the AWP Directives.

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.2 Annual Work Plan: Preparation, Submission, and Review..21 Preparation of Documents.

A. Annual Work Plan, Form 1680-1. (See Illustration 5 for instructions which cover AWP's for all activities and subactivities except those covered below.)

1. Special Instructions for reimbursable work, trust funds, and expenses ROW processing activities:

a. Reimbursables. Forms for new reimbursable work in 4900, 2900, and 6900 are submitted only when accompanied by a copy of a signed agreement (except for copy fees) requesting BLM to provide a service. Reimbursable agreements will provide for indirect costs of 25 percent which will be added to the direct costs of the work.

(1) Authority for undertaking reimbursable work is subject to approval by the Office of Management and Budget through the process of appropriations apportionments. Before undertaking work in Activities 2900 or 6900, all offices must contact the Director (510) to ascertain that authority is, or will be, obtained.

(2) A separate form must be submitted for each reimbursable project to which the Service Center will assign a number. Only after an AWP is submitted and a project number issued may charges be made to perform reimbursable work. Enter cost information, including the 25% indirect cost, by program period. Where reimbursable agreements are of a continuing nature, Form 1680-1 may be submitted as a part of the initial AWP submission.

(3) A Form 1680-1 for copy fee reimbursements (4920) must be submitted with the AWP showing work months and dollars programmed for the year.

b. Trust Funds, Collections and Service Charges, Deposits and Forfeitures. Work to be accomplished with carryover funds in 5100, 7110, 7120, 7130, 7300 must be submitted with the initial AWP submission on a separate Form 1680-1 for each project with the cost columns left blank.

(1) Forms for new 7110, 7120, 7130, and 7300 projects are submitted when funds are received with the cost columns left blank. The amount of collections appears as the AWP amount in the Construction and Trust Activities Report. Subactivities 5310, 5320, 9130 and 9140 require only one 1680-1 for each subactivity for which work is planned during the year. The cost portion of these forms is to be left blank. The amount of collections appear as the AWP amount in the Construction and Trust Activities Report.

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2. Project Numbers. Four-digit numeric project numbers must be assigned by submitting offices for work in the following subactivities: 4630, 2110, 2120, 2130, 2140, 6110, 6120, 6130, 6140, 5100, 7110, 7120, 7130, 7300 and entered on Form 1680-1 (see specific instructions on reverse of Form 1680-1). Project numbers assigned by the State Office should coincide with the previous program submissions. The same project numbers must not be assigned to more than one project within a subactivity within a State or the Service Center.

3. Special Project Codes. A four-character alpha-numeric code is established by W.O. to identify special projects. The code is either a one or two letter identifier followed by either a three-digit or two-digit number, respectively. AWP planning is not required for such projects, but the use of the special codes permits identification of actual costs for a project where needed for external reporting or internal management purposes. All employees are responsible for insuring that the total cost of projects assigned special project numbers are captured through coding the assigned numbers to time and attendance reports and other financial management system input documents.

4. Activity and Subactivity AWP's Required. Annual Work Plans must be prepared for all activities and subactivities for which work is being planned during the fiscal year. Refer to BLM Manual 1684 for a listing of valid activities/subactivities.

a. Forms (1680-1) for new 5100 projects may be submitted with your AWP where you have a viable commitment and you are temporarily awaiting funding. In these cases assign appropriate project (F or R prefix) numbers. In those situations where funding or commitments have not been received or projects not identified but where permanent positions are identified with this type of work, cover these work months in your narrative submission for Activity 5100.

5. Activity, Component Job Code Combinations. A listing of valid component job codes by subactivity is available in BLM Manual 1684. Enter in the AWP forms each component code for which work months are planned, and each component job code for which units of accomplishments are planned. Make entries in numerical order, i.e., each component entry will be followed by its associated job codes for work planned during the fiscal year.

B. Procurement AWP, Form 1680-5. (See Illustration 6) Fill out form as shown in Illustration 6 and in accordance with supplemental instructions provided in each year's AWP Directives. Item #1 for each office will consist of all miscellaneous procurements for that office (under \$2,000) with a separate line for each subactivity. Equipment items shown on equipment budget (Form 1680-4) will not be shown on the procurement plan (Form 1680-5). All items shown on this form are excluded from average work-month costs.

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C. Equipment Budget, Form 1680-4. (See Illustration 7) Capitalized equipment may not be lease-purchased, purchased, or acquired from excess sources without specific approval of the Director (510) as evidenced by an approved equipment budget. For planning purposes leased-purchased equipment must be included in the Equipment Budget in the year in which the contract is originated/obligated. All items on this form will be excluded from average WM costs entered on Form 1680-1.

1. Leased Equipment (See Illustration 8) For lease-purchase equipment approved and delivered in prior years but requiring additional payments in the current year, submit a separate Form 1680-4 for that equipment. Use the same information included on the form submitted in the initial year but update the cost entries to show the amount to be paid in the current year.

D. Fire Planning Summary, Form 1680-2, Strength-of-Force, Form 1680-3 and Fire Force Location Summary, Form 9210-44. (See Illustration 12, 13, and 14) Complete these forms for planned emergency pre-suppression subactivities according to activation and deactivation dates. Purchase of capitalized equipment is not planned in subactivity 4610 or 4620. Equipment that has been rented and can now be purchased for a small amount, where it is in the Bureau's interest to do so, will be planned in subactivities 4360 and 6360 (Fire Management).

E. Operational Planning System (OPS). Submit in the format provided in the AWP Directives.

F. Land and Easement Acquisition Worksheet, Form 1680-15. A Land Easement Acquisition Worksheet (Form 1680-15) to cover the total acquisition program (2140, 6140, or 9400) must be submitted with AWP.

G. Construction Worksheet Form 1680-16. A separate Construction Worksheet (Form 1680-16) for each construction activity (2110, 2120, 2130, 6110, 6120 and 6130) must be submitted with the AWP.

H. Listing of Non-Government Meetings. Provide a summary listing of your proposed attendance at non-Government meetings in the format provided in the AWP Directives.

I. Listing of Non-Training Meetings, Conferences, and Workshops. On a separate sheet for each of the following, submit a list of proposed attendance: a) approved non-training meetings, b) conferences, and c) workshops. The listing must identify the name of the session and number of proposed attendees. Names of attendees are not necessary.

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J. Narrative Submission. Submit narratives by subactivity, topic (i.e., travel, training, etc.) or component if required in Annual Work Plan narrative.

1. Explanation of any lack of capability, or any significant impact on on-going programs by accomplishing work specified in Directives (lower priority work to be deferred in order to concentrate on specific commitment items). Also identify any W.O. directed work (AWP Directives) that was not included in your AWP and explain why. Label this section "Impact of W.O. Priority".

2. Detail of any capability loss within base programs as a result of new emphasis in old or new programs, e.g., the shift of emphasis in the Range Management Program to use supervision and trespass control from AMP development and implementation. Label this section as "Shift in Emphasis."

3. Existing or potential problems that could affect your AWP, e.g., inadequate policy, procedures, regulations, energy conservation measures, and other such constraints. Label this section as "Problem Areas."

.22 Submission. Submit original of Annual Work Plan (Form 1680-1), Procurement AWP (Form 1680-5), and Equipment Budget (Form 1680-4) for ADP processing, to DSC (D-820). Required copies of narratives, and other requested information is to be forwarded to W.O. (510) in accordance with specific instructions in the AWP Directives.

.23 Review. After review of AWP submissions, each office will be notified of AWP approval or revision requirements by memorandum from the Director. When changes in the initial submission are requested by the Washington Office prior to AWP approval, corrected AWP forms must be prepared for the effected programs, activities, subactivities and offices. One original copy of each revised form is submitted to the Service Center (D-820). Enter the date of submission in the upper right corner of each revised form.

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.3 Operating Budget:

.31 Creation. When an office's AWP is approved by the Associate Director, it becomes the Operating Budget for the office. The Operating Budgets serve as the basis for office operations and for progress measurement.

.32 Revisions. When significant program changes occur, it is necessary to prepare a revision of the Operating Budget. The following types of revisions are the only revisions permissible.

A. Program Cost Target Revision. All program and cost target revisions except those associated with unliquidated obligations from prior years in construction and maintenance activities require prior Washington Office approval. A program revision is required when changes in work months by component or subactivity, or units or work initially planned for an office as a whole are indicated. The revised data is entered on Form 1680-1, 1680-4, or 1680-5, as appropriate. On a blank Form 1680-1 enter the current data on each line to be changed. Cross out each entry to be changed and write in the new number (in red). This form will work on a replace basis for all changes. Changes on Forms 1680-1, 1680-4, and 1680-5 are forwarded to the Service Center (D-820) for processing. Prior to forwarding Form 1680-1 to DSC, approval must be obtained from Director (510) and the approving official's name noted on the form. Program revisions must be accompanied by supporting narrative justifications and are subject to the same review and correction procedures applicable to the original submission. All cost target revisions are made only on the basis of written approval from the Washington Office, except for prior year unliquidated obligations as noted above.

B. Procurement AWP Revision. Revised Form 1680-5 must be submitted for revisions which involve adding, deleting, or substituting for planned procurement actions. To add an item, enter the next consecutive item number, a line number(s), the letter A (add) in "OP KEY" column and the other coding on that line. To correct an item on file, enter its item number, and line number, the letter C (Correct) in "OP KEY" column and only the new correct entry in the field being corrected. To delete an item on file, enter its item number, and line number, and the letter D (delete) in "OP KEY" column. Washington Office (510) approval is required for additions and deletions.

C. Equipment Revisions. Revised Form 1680-4 must be submitted for any revision of the equipment budget. To add, correct, or delete items, follow the same procedure as Procurement AWP Provisions. Items costing less than \$2,000 per unit may be substituted for other equipment items within the total equipment budget amount planned by subactivity without requesting W.O. approval. All other equipment budget revisions require approval of the Director (510).

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D. Emergency Fire Rehabilitation. Annual Work Plans for fire rehabilitation projects are submitted as appropriate at any time during the year. Determination of fire damages and plans for rehabilitation of burned-over lands must be developed in accordance with BLM Manual 7240. The resulting needs are shown on Forms 1680-1 and 1680-5 for Subactivity 4630, Component 71. Enter the fire number and name in the project number and name fields on Form 1680-1. Use appropriate job codes. Enter work month inputs, unit accomplishments, dollar cost and other required information. A separate AWP submission to the Director (510) is required for every project including those which are approved under authority delegated to State Directors (see BLM Manual 7240). Narrative justification in three copies is also required with this submission to Director (510). Revisions are subject to the same review and approval procedures as original submissions (except in the case of rehabilitation projects approved by the State Director). When approved the State Director is notified and the information becomes a part of the Operating Budget.

E. Emergency Reconstruction, Replacement, or Repair. When unusually severe storm damage or other emergency damage occurs, the Bureau is authorized to perform emergency reconstruction, replacement, or repair of aircraft, buildings, utilities, or other facilities (roads), or equipment damaged by flood, storm, or other unavoidable causes. When such action is necessary, advanced approval to commit resources should be secured by phone from the Director (510). A "best estimate" of total costs is required. After approval, submit Form 1680-1 or 1680-5, as appropriate, to Service Center (D-820). Project Number 7777 will be used in conjunction with Subactivity 4630, Component 72, and appropriate job codes for all input associated with these actions.

F. Emergency Search and Rescue. All search and rescue operations will be coded to 4630-7249-6666. It should be understood that State and local authorities have the primary responsibility on search and rescue operations and BLM's role should be limited to support and aid to those authorities.

G. Development Work Assignments, Form 1680-13. Adjustments to approved development work assignments should be limited to emergency requirements. Thus, request for revisions should be extremely limited during any given year. Proposed changes must include a red-lined copy of a listing of current work assignment records (WAR's) for the particular office(s) involved, indicating proposed revisions. This listing will show all current projects in assigned priority order indicating actual planned work months and percent completion of assigned projects as of the date of the requested revision. Where a project substitution is involved, the submission must include the WAR for the new development project proposal.

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.33 Reports. In order to maximize fund utilization, performance reports on operating budget execution are required for all major field organizational entities (i.e., States, Service Center, BIFC, OCS offices).

A. Mid-Year Review Report. Based on an annual Instruction Memorandum, each Director/Office Manager is required to submit a report to the Director during April based on work performed during the first half of the current fiscal year. This report will typically include analyses of work accomplished, use of work months, status of procurement actions, travel ceiling, people ceilings and proposed shifts or increases in people and/or cost targets.

B. End-of-Year Review Report. Based on an annual Instruction Memorandum, each Director/Office Manager is required to submit a report to the Director in November covering the preceding fiscal year. This report would typically include analyses of work month and travel ceiling usage, units accomplished, and work performed with budget increases.

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Glossary of Terms

-A-

Allotment: An authorization to incur obligations within a specified amount pursuant to an appropriation or other statutory provision.

Annual Work Plan (AWP): A plan of operations for the coming fiscal year developed within instructions given in the AWP directives and the distribution of cost targets and people ceilings. The AWP shows planned work months at the component level, work accomplishments at the job level, and direct costs at the subactivity level.

Annual Work Plan Directives: An instruction memorandum prepared in the Washington Office as guidance to the field offices in the preparation of AWP's. The directives contain, by appropriation, activity, and subactivity, the goals, priorities, and program objectives which must be met. They contain a distribution of cost targets, and total authorized permanent, full-time, budgeted positions (Table of Organization ceilings). Average work-month costs for use in preparing annual work plan submissions are provided. Travel ceiling assignments, and approval of proposed training, meetings, conferences, and workshops are also given.

-D-

Development Work Assignments: Assignments for development of new systems, Manual Sections, etc. to be completed by the Washington Office, Service Center, or Boise Interagency Fire Center staffs. Development work assignments are made for developmental type projects involving one or more work months of work, which are included in the AWP and documented on a work assignment record (WAR sheet). Development work does not include routine staff work, or routine operation and maintenance of existing systems.

Direct Cost: The salary and benefits earned by employees for actual work performed and the values of goods and services used in accomplishing work units. This term excludes the salary and benefits paid to employees while on leave and the accruals for this purpose. Direct costs also exclude undelivered orders and goods placed in stores. These items are considered on a Bureauwide basis for fund purposes, but they are not shown on AWP's or subsequent field reports. (See BLM Manual 1300 Glossary.)

1681 - ANNUAL WORK PLAN - OPERATING BUDGET

-E-

Equipment Budget: A listing of capitalized and major noncapitalized equipment (proposed for purchase in the AWP period) with costs distributed by the benefiting activity and/or subactivity.

-F-

Fire Rehabilitation: Emergency practices applied to lands recently damaged by wildfire, including revegetation, fencing necessary to protect remaining vegetation or revegetation, and other emergency erosion control measures to prevent excessive loss of soil and related resource values. Equipment may not be purchased with fire rehabilitation funds, nor will any maintenance work be performed with these funds.

-O-

Obligated Balance: Net unpaid obligations of an appropriated fund.

Obligation: Commitment of funds.

Obligation Authority: Any kind of congressional or administrative authority to incur obligations, whether or not it also carries the authority to make expenditures in payment thereof.

Obligations Incurred: (1) amount of order placed, contracts awarded, services ordered and similar transactions during a given period requiring future payment of money; (2) obligations incurred under an appropriation/fund are the sum of the applicable accrued expenditures and the increase (or decrease) in contracts and orders outstanding.

Operating Budget (OB): The approved Annual Work Plan.

Operational Planning System (OPS): A subsystem in the Annual Work Plan process under which Presidential, Secretarial, and specific Bureau objectives are planned and reported. OPS objectives are generally planned and tracked in terms of key steps leading up to accomplishment of the final objective. Accomplishing planned OPS objectives is considered a high priority assignment for managers at all levels.

Overobligation: When the aggregate of obligations exceed the amount of funds authorized for obligation. This situation is to be avoided!

1681 - ANNUAL WORK PLAN - OPERATING BUDGET**-P-**

PAWP Directives: An instruction memorandum which provides a preliminary distribution of budget increases and decreases in the next fiscal year, and requests submission of certain material necessary for preparation of the AWP Directives. The requested information generally includes: proposed changes in the program services requirements; proposed adjustments for program balance in base (prior year) funding levels; proposed attendance at Bureauwide training; proposals for non-training meetings, conferences, and workshops; proposed development work assignments; travel ceiling requirements; and a proposed T.O. showing planned use of any increase positions.

Program Periods: The fiscal year is divided into three periods: October 1 through March 31 (first period), April 1 through June 30 (second period), and July 1 through September 30 (third period).

-S-

Search, Rescue, and/or Evacuation: These are functions which cannot be planned and are not normal to the Bureau's mission.

Storm Damage and Other Emergencies: Unusual damages, caused by floods and/or storms, that do not qualify for national emergency/disaster act funding but are of like magnitude and cannot be anticipated in planning for annual operations. Some workload can be identified as a function of the weather/season or off-road vehicle use, etc. This recognizable portion of the storm damage workload should be programmed in the appropriate maintenance subactivity during the normal budget process based on historical experience. For operating budget purposes, unusual storm damage procedures apply to other emergencies requiring the unplanned use of BLM funds and people such as the emergency reconstruction, replacement, or repair of aircraft, buildings, utilities, or other facilities or equipment damaged by storms or other unavoidable causes.

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

POSITION IDENTIFICATION AND JUSTIFICATION

Date Prepared
Zigg 61, 1998

Consecutive Number
XG-99-69

ORGANIZATIONAL CODES

STATE	OFFICE	POSITION NUMBER
XG	016	1264

PART I - IDENTIFICATION

Position Title
Womper Thumper Inspection

Specify Increase Program
Budget Add-on: Womper Improvement (4350)

Proposed Grade and Series
GS-999-9

Organizational Unit (specify organization, office/division, area/branch)
Yukar District, Ugxg Resource Area

SPECIFIC JOB ELEMENTS

1. Designs and formulates womper thumper inspection program within Ugxg Resource Area.
2. Implements womper thumper inspection program.
3. Processes inspection reports and assures staff follow-up to correct hazardous thumper conditions.

STANDARDS/OBJECTIVES CONSTITUTING
SATISFACTORY PERFORMANCE

1. Completion of inspection program shall coincide with beginning of womper growing season, which is usually during the month of Zerk. Inspection criteria as a minimum, shall include those set forth in Federal Standard 613-N-X-R16-413.2a-63, as amended, and BLM Manual 1468.3A(b)-469c.
2. Thumpers shall be inspected at least once each xyr. Exception reports shall be forwarded to Area Manager immediately for his review and assignment of corrective action to staff womper specialist.
3. Womper thumper inspection reports shall be completed error free, no later than the 1st sunday following the 6th grveday of each odd-numbered xyr. Follows up daily on progress of staff efforts to correct hazardous thumper conditions.

PART II - NARRATIVE JUSTIFICATION

The womper population of the Western states is rapidly decreasing due to the increasing failure rates of womper thumpers. Wompers need thumping at least thrice during each xyr of the growing season or they will fail to mature. Immaturity during the reproductive season, which immediately follows the growing season (but occurs prior to the dormant season) results in a loss of xlyral prowess causing a failure of progeny development. Through development of this womper thumper inspection program, we anticipate the thumper failure rate to drop from 168.5 per 1,000 thumps to no more than 13.6 per 1,000 thumps. As the resultant womper population increases occur, everybody, including the Yukar District Manager, will be happy.

APPROVAL

PROGRAM STAFF

BUDGET OFFICE

Edont Belinuit

Encl. 1-385

Ed Hardworkski

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

State

Glugola

Fiscal Year 78

ANNUAL TRAINING PLAN

- ☒ Bureau
☐ Other Government Agencies
☐ Non-Government

NUMBER	COURSE TITLE	PARTICIPANTS		COSTS			SUB- ACTIVITY
		NUMBER	M/M	TRAVEL	PER DIEM	OTHER	
1400-1.1	INSTRUCTIONAL METHODS SEMINAR	2	.6				4800
1441-2	CAREER ORIENTATION (44 participants nominated on the basis of two sessions back to back)	44	11.5				4800
1441-4	EXECUTIVE SEMINAR CENTERS (CSC)	4	3.0				4800
1441-5	INTRODUCTION TO SUPERVISION IN BLM	6	1.6				4800
1441-6	SEMINAR FOR BLM SUPERVISORS AND MANAGERS	10	3.0				4800
1441-8	CREATIVE CAREER DEVELOPMENT FOR WOMEN	12	2.0				4800
1500-1	FIELD CONTRACT ADMINISTRATION	4	.8				4340
	FIELD CONTRACT ADMINISTRATION	2	.5				4330
1500-2	NEGOTIATED PROCUREMENT TRAINING	1	1				4800
1600-1	INTRODUCTION TO REGIONAL PLANNING	1	.5				4210
	INTRODUCTION TO REGIONAL PLANNING	3	1.5				4800
2000-1	BEGINNING LANDS RESOURCE MANAGEMENT	2	7.0				4210
Encl.							
total - Bureauwide		x x x x		x x x x x x x x	x x x x x x x x	x x x x x x x x	x x x x x x x x
total - State/Office		x x x x					x x x x x x x x
TOTAL STATE TRAINING		x x x x					x x x x x x x x

(Instructions on reverse)

Form 1630-9 (June 1975)

111-2

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENTSubject-Function
ClassificationNONTRAINING MEETINGS, CONFERENCES,
AND WORKSHOPS OUTLINE

1. Title

EMARS Workshop

2. Purpose of meeting

As the general development of EMARS, the Bureau's proposed Federal coal leasing program, reaches its final stages, the need for technical field input has surfaced to help formulate the detailed developmental aspects of the system and to ease the transition from a developmental to an operational leasing process. The BLM continues under the assumption that the renewal of managed Federal coal leasing by the Secretary, that BLM should proceed with policy and detailed program development leading toward implementation of the proposed Energy Minerals Activity Recommendation System as applied to Federal coal leasing.

3. List target groups

Minerals and planning representatives of Montana, North Dakota, Wyoming, Utah, Colorado, New Mexico, ESO, DSC, and WO dealing specifically with EMARS as applied to the proposed Federal coal leasing program.

4. Program Leader *

Frank Edwards AD-MM (700)
John Davis (Chief 711)

5. Sponsoring Office

Division of Minerals Program
Development and Analysis (710)

6. Location (City, State, Facility)

Denver Service Center
Denver, Colorado

7. DATES

BEGINNING

ENDING

7/21/93

7/25/93

8. DURATION

HOURS

DAYS

WEEKS

5

9. Activity (list benefiting activity or subactivity)

4110 Energy Onshore

10. Participants (No.)

20

111-4

Form 1680-13
April 1973)

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

Assignment Number

INSTRUCTIONS

Submit original to Director (510). A machine copy of approved assignment will be returned to originator.

WORK ASSIGNMENT RECORD

Project Title TRAINING PLAN FOR TECHNICAL AND USER PERSONNEL OF THE STRATEGIC PLAN

☒ 1978 FY Annual Work Plan ☐ Supplemental to AWP ☒ Continuing Project * 15 % completed prior to this FY 85 % to be completed this FY

Initiated at ☒ W.O. ☐ BIFC/SO ☒ DSC ☐ PSC Office DSC Division ADP Staff Plans & Standards

WO (510) ONLY	DATE		Estimated Man-Months (List each staff separately)
Priority Number	Beginning	Completed	
	10/1/77	9/30/78	W.O. - 402: 1 MM D-200: 23 MM
Objective statement - state specifically the precise objective Develop a comprehensive training plan to be used by all ADP technical and user personnel who will be designing and implementing the Strategic Plan throughout the BLM.			Total 24 MM

Background data - give relationship to other on-going or preceding projects, needed future projects, sources of reference, etc. If supplemental project, identify project to be replaced or deferred.

The training plan will cover all of the life cycle steps of the Strategic Plan, new equipment, new technology and continuing training throughout the life of the Strategic Plan. This training will cover needs now and all future projects. This plan will cover approximately an 18 month period.

Recommended procedure

Prepare a detailed training schedule for all necessary ADP training for BLM ADP and user personnel. Prepare lesson plans and training guides for training to be conducted by the Division of Data Processing. Prepare a training catalog for anticipated on-going training to be conducted through the DDP.

Recommended by (signature) <i>Everybody's Happy</i>	Date 9/10/1977
Approved by (signature) <i>Idont Believeit</i>	Date 9/15/1977

Encl. 1-388

* Progress will be reported as percentage of work planned which complete and 1/3 of the work is planned in each year, report been completed.

1. For example, if a project takes 3 years to be year in which 1/3 of the total project has
U.S. Government Printing Office: 1973-680-123/615 Reg 9

GENERAL INSTRUCTIONS

1 LL-3A

1. All BLM offices prepare one (1) copy at beginning of fiscal year in response to Annual Work Plan (AWP) Directives for each subactivity where work is planned, and prepare a copy whenever a revision is made. Submit to SC (D-820) as follows: Area and District Managers through State Directors, Service Center Director, and Washington Office through

Associate Director. Offices responsible directly to the Washington Office submit directly to SC (D-820).

2. State Directors submit one (1) copy of each completed form for the State Office and one (1) for each District and/or Area. Service Center Director and Washington Office submit one (1) copy for each division or office.

SPECIFIC INSTRUCTIONS

(Items not listed are self-explanatory)

Columns

- 1 STATE - Enter alpha State code.
- 2 OFFICE - Enter three-digit numeric office code.
- 4 FY - Enter last digit of fiscal year for which plan is being prepared.
- 5 SUBACTIVITY - Enter appropriate four-digit subactivity. *(See BLM Manual Section 1684.)*
- 6 COMP.-JOB CODE - Enter each component code for which man-months are planned *(two-digit component code followed by two zeros)*, and each component-job code for which units of accomplishment are planned *(four-digit component-job code)*. Make entries in numerical order, with each component code followed by its associated component-job code for work planned. *(See BLM Manual Section 1684.)*
- 7 PROJECT NUMBER - Enter project number and prepare a separate Form 1680-1 for each project for which work is planned in subactivities 2110, 2120, 2130, 5100, 6110, 6120, 6130, 7110, 7120, 7130, 7300, 29NN, and 49NN. *(See BLM Manual Section 1681 for special instructions on reimbursable, trust, and collection funds.)*

Columns

- 9, 11, 13 MAN-MONTHS - Distribute direct man-months required to complete planned work for each component in each program period. *(October-March, April-June, and July-September.)* Schedule man-months at the component level only.
- 8, 10, 12 UNITS - Distribute units planned for each component-job code, by program period in which the unit will be completed, regardless of the FY in which the work was initiated. *(See BLM Manual Section 1684 for units of measurement.)* No entry is ever made in unit-fields for man-months.
- 14, 15, 16 9900 - Distribute total planned man-month costs *(in whole dollars)*.

9901 - Distribute dollar value of stores issues planned by program period *(in whole dollars)*.

Blank lines can be used to distribute procurement *(Form 1680-5)* and equipment *(Form 1680-4)* costs and verify total costs targets. Information listed on lines below 9901 will not be entered into the system. It is for originating office use only.

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

PROCUREMENT PLAN

Office name

Anchorage District

Date submitted

August 15, 1978

NUMBER				PROCUREMENT		DESCRIPTION	TIME ESTIMATES			COST STRUCTURE			COST (dollars)
ITEM	LINE	OFF. KEY	TYPE	OFFICE	PROCUREMENT		DATES		TECH. MAN. DAYS	PROJ. NO.	SUB- ACTIVITY	COMP. JOBS	
							PROCURE- MENT	AWARD					
AK	010	PP	9										
1	2	3	4										
5	6	7	8	9		10	11	12	13	14	15	16	17
1	1					Miscellaneous (under 2000)					4110		15,000
	2										4130		6,000
	3										4210		23,000
	4										4310		3,000
	5										4360		100,000
	6										4410		28,000
	7										4510		85,000
	8										2210		36,000
	9										2220		20,000
	10										2230		1,000
	11									9999	3100		3,000
2	1		NOI	YA		Aerial Survey Contract	12/1/78	4/1/79	40		4510	6750	1,200,000

Encl. 1-391

(Instructions on reverse)

Form 1680-5 (August 1973)

ILL. - 6

GENERAL INSTRUCTIONS

1. All offices planning procurement actions during the fiscal year must submit a procurement plan listing all procurements *except* capitalized equipment, or major noncapitalized equipment.
2. When entering miscellaneous procurements, do not complete columns 8, 9, 11, ¹²13, 14, and 16.
3. Submit one (1) copy to Director, Service Center (D-820) with Annual Work Plan (Form 1680-1) at beginning of fiscal year and whenever revisions are made.

SPECIFIC INSTRUCTIONS

Columns

- 1 STATE - Enter alpha State code.
- 2 OFFICE - Enter three-digit numeric office code.
- 4 FY - Enter last digit of fiscal year for which plan is being prepared.
- 5 ITEM NUMBER - List in consecutive order and by subactivity all miscellaneous procurements costing under \$2,000 each. After the miscellaneous entries as specified above enter all other procurements.
- 6 LINE NUMBER - Enter number "1" for each item number and list successive numbers for any additional lines necessitated by multiple subactivity and/or component-job code funding.
- 7 OPERATION KEY - Leave blank on original submission. For revisions, enter as follows:
 "A" - to add an entire line or item
 "C" - to change any line or single data element
 "D" - to delete an entire line or item
- 8 TYPE - Enter the following three-digit alpha-numeric codes for advertised and negotiated sales.
 ADVERTISED
 A01 Road construction
 A02 Recreation and building construction
 A03 Pipeline construction
 A04 Standard specification construction (e.g., fences)
 A05 Nonstandard specification construction
 A06 Land treatment
 A07 Supply
 A08 Consolidated supply
 NEGOTIATED
 N01 One subject competitive, over \$100,000
 N02 Multi-subject competitive, over \$100,000
 N03 One subject competitive, \$100,000 and less
 N04 Multi-subject competitive, \$100,000 and less
 N05 Noncompetitive, over \$100,000
 N06 Noncompetitive, \$100,000 and less
 OTHER
 B01 Mandatory source of supply procurements from Federal Supply Schedule, Federal Prison Industries, etc.
 B02 Small purchases (\$10,000 and less) from open market (excluding A&E and Interagency Agreements)

Columns

- B03 Interagency Agreements, over \$10,000
- B04 Interagency Agreements, \$10,000 and less
- B05 Architect and Engineering Services, over \$10,000
- B06 Architect and Engineering Services, \$10,000 and less
- 9 OFFICE - Enter the alpha State code indicating which office will perform the procurement, i.e., Washington - AA, Service Center - YA, State Office - various.
- 10 DESCRIPTION - Enter title or description of item to be procured.
- 11 PROCUREMENT OFFICE - Enter numeric month, day, and last two digits of calendar year, when a complete procurement package will be delivered to the procurement office. This date must allow for adequate processing time to meet the award date (column 12).
- 12 AWARD DATE - Enter numeric month, day, and last two digits of calendar year when the procurement award must take place.
- 13 TECHNICAL MAN-DAYS - Enter the estimated man-days which must be provided by the originating office to the procuring office to furnish subject matter support during contract specification preparation and/or negotiations.
- 14 PROJECT NUMBER - Enter project number for those subactivities which require a project number, i.e., 2110, 2120, 2130, 2140, 5100, 6110, 6120, 6130, 6140, 7110, 7120, 7130, 7300, 29NN, 49NN, 9150, and 9310.
- 15 SUBACTIVITY - Enter appropriate four-digit subactivity. (See BLM Manual Section 1684.)
- 16 COMPONENT-JOB CODE - Enter appropriate four-digit component-job code. (See BLM Manual Section 1684.)
- 17 COST - Enter cost, to the nearest dollar, borne by each component-job within each subactivity.

OTHER ITEMS

STORES - Procurement of items for the stores account in component-job code 0101 will be included on the procurement plan, but will not be added in to arrive at cost targets. Since stores purchases are not a cost and are not included in cost targets, all procurements to component-job code

0101 will be in excess of assigned cost targets. Stores issues, on the other hand, are a cost and must be included on line 9901 of the Annual Work Plan (Form 1680-1) as part of assigned cost targets.

Date submitted 9/15/78

EQUIPMENT BUDGET

[illegible]

ILL-7

Encl. 1-393

(Instructions on reverse)

Form 1680-1 (August 1977) (formerly 16'0-1)

GENERAL INSTRUCTIONS

JLL-17

All offices planning to acquire equipment during the fiscal year must submit an equipment budget listing capitalized and major noncapitalized equipment purchases, lease purchases, or acquisitions from excess property, planned within their operating

budget.

2. Submit one (1) copy to SC (D-820) with Annual Work Plan at beginning of Fiscal Year (FY) and whenever revisions are made.

SPECIAL INSTRUCTIONS

Columns

- 1 STATE - Enter alpha State code.
- 2 OFFICE - Enter three-digit numeric office code.
- 4 FY - Enter last digit of fiscal year for which budget is being prepared.
- 5 ITEM NUMBER - Number each equipment acquisition consecutively, within each State and Office. Items having the same "Class Number" and "Description of Equipment" should be grouped under a single item number.
- 6 LINE NUMBER - Enter number "1" for each item number and list successive numbers for any additional lines necessitated by multiple subactivity funding, multiple pieces of equipment replaced, mixed replacement and new equipment, mixed lease-purchase, excess-purchase, and different proposed delivery dates. Enter "Class Number" and "Description of Equipment" on line "1" only.
- 7 OPERATION KEY - Leave blank on original submission. For revisions, enter "A" to add an item or line, "C" to change any line or data element, or "D" to delete an entire item or line.
- 8 CLASS NUMBERS - Enter appropriate class number. (See BLM Manual Section 1522, Appendix 1.)

Columns

- 9 DESCRIPTION OF EQUIPMENT - List all capitalized and major noncapitalized equipment to be acquired during the fiscal year.
- 10 P, L, OR E - Enter "P" for items to be purchased, "L" for items to be lease-purchased, or "E" for items to be acquired from excess property.
- 11 R OR N - Enter "R" for items replacing like items of existing equipment. (Each replacement item must be entered on a separate line in quantities of 1, with corresponding data on property being replaced.) Enter "N" for all other acquisitions.
- 12 PROPERTY NUMBER OF EQUIPMENT BEING REPLACED - Enter for all "R" items.
- 13 QUANTITY - Enter number planned for purchases. If costs are divided between two or more activities or subactivities, enter number on first line only.
- 14 SUBACTIVITY - Enter appropriate four-digit number. (See BLM Manual Section 1684.)
- 15 COST - Enter cost borne by each subactivity.
- 16 PROPOSED DELIVERY DATE - Enter month and year when equipment should be delivered.

OTHER ITEMS

ISCELLANEOUS - Service Center, States, and BIFC may program \$8,000 for miscellaneous small equipment in any one subactivity, and OCS Offices may program \$2,000 each. Known items that can be identified when the equipment budget is prepared will not be included in miscellaneous items within the funds authorized.

EXIBILITY - Service Center, States, BIFC, and

OCS Offices may authorize equipment substitutions within the approved equipment budget, dollars, by subactivity, provided that the unit price of items being substituted does not exceed \$2,000. All substitutions will require revised (red-lined) equipment budget forms submitted to SC (D-820). Proposed substitutions involving items over \$2,000 will be processed automatically, provided they are within subactivity equipment budget dollars. Encl. 1-394

Office name

Cedar City

Date submitted

9/15/78

STATE	OFFICE	TYPE	PV
UT	040	E B	9
1	2	3	4

[illegible]

GENERAL INSTRUCTIONS

ILL - 8A

All offices planning to acquire equipment during the fiscal year must submit an equipment budget listing capitalized and major noncapitalized equipment purchases, lease purchases, or acquisitions from excess property, planned within their operating

budget.

2. Submit one (1) copy to SC (D-820) with Annual Work Plan at beginning of Fiscal Year (FY) and whenever revisions are made.

SPECIAL INSTRUCTIONS

Columns

- 1 STATE - Enter alpha State code.
- 2 OFFICE - Enter three-digit numeric office code.
- 4 FY - Enter last digit of fiscal year for which budget is being prepared.
- 5 ITEM NUMBER - Number each equipment acquisition consecutively, within each State and Office. Items having the same "Class Number" and "Description of Equipment" should be grouped under a single item number.
- 6 LINE NUMBER - Enter number "1" for each item number and list successive numbers for any additional lines necessitated by multiple subactivity funding, multiple pieces of equipment replaced, mixed replacement and new equipment, mixed lease-purchase, excess-purchase, and different proposed delivery dates. Enter "Class Number" and "Description of Equipment" on line "1" only.
- 7 OPERATION KEY - Leave blank on original submission. For revisions, enter "A" to add an item or line, "C" to change any line or data element, or "D" to delete an entire item or line.
- 8 CLASS NUMBERS - Enter appropriate class number. (See BLM Manual Section 1522, Appendix 1.)

Columns

- 9 DESCRIPTION OF EQUIPMENT - List all capitalized and major noncapitalized equipment to be acquired during the fiscal year.
- 10 P, L, OR E - Enter "P" for items to be purchased, "L" for items to be lease-purchased, or "E" for items to be acquired from excess property.
- 11 R OR N - Enter "R" for items replacing like items of existing equipment. (Each replacement item must be entered on a separate line in quantities of 1, with corresponding data on property being replaced.) Enter "N" for all other acquisitions.
- 12 PROPERTY NUMBER OF EQUIPMENT BEING REPLACED - Enter for all "R" items.
- 13 QUANTITY - Enter number planned for purchase. If costs are divided between two or more activities or subactivities, enter number on first line only.
- 14 SUBACTIVITY - Enter appropriate four-digit number. (See BLM Manual Section 1684.)
- 15 COST - Enter cost borne by each subactivity.
- 16 PROPOSED DELIVERY DATE - Enter month and year when equipment should be delivered.

OTHER ITEMS

SCCELLANEOUS - Service Center, States, and BIFC may program \$8,000 for miscellaneous small equipment in any one subactivity, and OCS Offices may program \$2,000 each. Known items that can be identified when the equipment budget is prepared will not be included in miscellaneous items within the funds authorized.

EXIBILITY - Service Center, States, BIFC, and

OCS Offices may authorize equipment substitutions within the approved equipment budget, dollars, by subactivity, provided that the unit price of items being substituted does not exceed \$2,000. All substitutions will require revised (*red-lined*) equipment budget forms submitted to SC (D-820). Proposed substitutions involving items over \$2,000 will be processed automatically, provided that they are within subactivity equipment budget dollars. Encl. 1-396

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

Page 1 of 3
Date Zugg 61, 1998
Subactivity Acquisition (2140)
FY 1999
State Higgle

LAND AND EASEMENT ACQUISITION WORKSHEET

PROJECT		ACTIVITY TO BENEFIT	UNITS	EST. OBLIG. (date)	SURVEY & DESIGN				APPRAISAL		ACQUISITION		SUPPORT		TOTAL				
NAME	NUM- BER				MM	COST	(7)	(8)	COST	MM	COST	MM	COST	MM	COST	MM	COST	MAN- MONTHS	\$000
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)				
Buckle's Outhouse Site Acq.	0001	4330	.01ac	8/99	.5	.9	6	11.4	2	33.6	4.5	8.6		13	54.5				
Culp Wash Rd.	0431	4350	3	12/98	1	1.9	.5	.9	.5	2.0				2	4.8				
Mason Trail	3148	4330	6	4/99	2	3.6	1	1.9	1	4.0	1	1.9		5	11.4				
VanZanden Alley	7654	4320	1	FY 2000	1	1.9								1	1.9				
Jewkes Pool Rd.	1468	2130	16	FY 2000	4.5	8.6	.5	.9	.5	1.0	.5	.9		6	11.4				
Grayson Creek Rd.	7890	4350	4	FY 2000	2	3.6	1	1.9						3	5.5				
Prog. Development and Support	9999																		
					11	20.5	9	17.0	4	40.6	12	22.8	4.0	36	104.9				

ENCLOSURE

711-9

Encl. 1-397

ILL-9

RAFT

Encl. 1-397

Instructions for Land and Easement Acquisition Worksheet

General

1. Man-months can be planned to the nearest 1/2 month, however, project totals and column totals must total to whole man-months.
2. Show costs in thousands and tenths (hundreds) of dollars, i.e., \$3.6 for \$3,600 or .6 for \$600.
3. For miscellaneous survey and design, appraisal, acquisition, or support costs, you may show a separate line entry with project number 9999. Keep these miscellaneous entries to a minimum.
4. On the last page of the worksheet, show totals for columns (6) through (16). Be sure that the sum of the totals of columns (6), (8), (10), and (12) equal the total of column (15); and that the sum of the totals of columns (7), (9), (11), (13), and (14) equal the total of column (16).

Specific

Column (1) - show name of project that the land or easement acquisition is planned for. List in priority order.

Column (2) - show project number. Each state should establish a block of numbers for easements and land acquisition. In most cases this will be done by project and not by individual easement.

Column (3) - show activity which will primarily benefit from the acquisition, i.e., range, forest management, road construction, recreation construction, etc.

Column (4) - show units being acquired, i.e., number of easement cases in the project. Use 1 for individually listed easements.

Column (5) - show month and year in which settlement costs are estimated for obligation.

Column (6) - show man-months planned for survey and design.

Column (7) - show all survey and design costs including man-month costs.

Column (8) - show man-months planned for land or easement appraisal work.

Column (9) - show all appraisal costs including man-month costs, appraisal contract costs, etc.

Column (10) - show man-months planned for acquisition work which includes negotiation and settlement efforts.

Column (11) - show all direct acquisition costs including man-month costs, settlement costs, etc.

Column (12) - show man-months planned for general support of project. These will include man-months for evaluation, program coordination, technical program direction, clerical support, training, and reports.

Column (13) - show costs planned for general support of the project, excluding capitalized equipment.

Column (14) - show costs planned for capitalized equipment.

Column (15) - show total man-months planned for project.

Column (16) - show total costs planned for project.

Average man-month cost - indicate on form the cost used for average man-month cost.

DRAFT

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

CONSTRUCTION WORKSHEET

Page 1 of 1
Date Zugg 61, 1998
Subactivity Road Construction (2130)
FY 1999
State Higgle
Average Man-month Cost \$1,800

PROJECT NAME	NUM- BER	REF. 2140 (✓)	UNITS	COUNTY	EST. OBLIG. (date)	DIRECT				SUPPORT				TOTAL	
						SURVEY & DESIGN		CONST. SUPV.		CONST. CONTRACT COST	MAN- MONTHS	COSTS		MAN- MONTHS	\$000
						MM	COST	MM	COST			MM	OTHER		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)
Vetterick Mtn. Rd	0526		4 mi.	Paulem	12/98			9	16.2	258.0	1	1.8		10	276.0
Culp Wash Rd.	0431	✓	25 mi.	Carson-80% Junior-20%	4/99	2	3.6	7	12.6	63.0	1	1.8		10	81.0
Keely Bridge	1234		1 ea.	Kayce		1	1.8							1	1.8
Mason Trail	3148	✓	13 mi.	Jonem	8/99			3	5.4	106.0	1	1.8		4	113.2
Prog. Development & Administration	9999										4	7.2	1.0	4	8.2
						3	5.4	19	34.2	427.0	7	12.6	1.0	29	480.2

111 - 10

Encl. 1-400

Colorado - 4110
FY 1978

~~Illustration 11~~

COAL

Impact of WO Priority

State capability is adequate to handle the WO priorities as outlined in the AWP Directives.

Shift in Emphasis

Because of the four EIS commitment, there will be no inventories indicated this fiscal year. This appears to be a long term situation and will require additional funding in FY 1982 to update current inventories.

Problem Areas

Inaccessibility of coal EIS areas and the restricted helicopter policy over wilderness areas require that long safaris be scheduled. These are time consuming and take as long as four weeks to complete the trip. Five safaris have been planned for each EIS in FY 1978. If additional safaris are required, the EIS's will be delayed accordingly.

DRAFT

U.S. DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

FIRE FORCE LOCATION SUMMARY
STRENGTH-OF-FORCE PLANS

U.S. DEPARTMENT OF THE INTERIOR BUREAU OF LAND MANAGEMENT										State	Xorte	Date	
										Office	Planning Period		
										STATE CONSOLIDATION		FY 1989	
ITEMS		S. O. BIFC, SC, or SO (a)	ZXL R DISTRICT (b)	TVAXL DISTRICT (c)	DISTRICT (d)	DISTRICT (e)	DISTRICT (f)	DISTRICT (g)	DISTRICT (h)	DISTRICT (i)			
1. Temporary Personnel													
a. Number		18	160	257									
b. Man-Months		34	350	503									
2. Crewmen (no.)													
a. Pumper		--	39	50									
b. Helitack		--	41	100									
c. Other		18	80	107									
3. Mechanized Equipment													
a. Tankers/Slip-ons		--	12	18									
b. Heavy Equipment		--	17	10									
c. Other		2	68	51									
4. Aircraft													
a. Fixed Wing		--	9	18									
b. Helicopters		--	4	5									
5. Communications													
a. Units		6	11	15									
6. Misc. S-O-F Items													
a. Over \$2,500 cost		2	5	10									

TYPE	LOCATION	USE	RETARDANT GALLONS	LIST OF MISC. S-O-F ITEMS OVER \$2,500					COST
				ITEM					
PB4Y2	ZXLR	Retardant	2,400	Retardant Plants (5)				\$	10.0
DC6	TVAXL	Retardant	3,000	Office Trailers (8)				\$	55.0
Bell 205A1	AXLR	Helitack/ Waterbucket	150	Messall Contract				\$	120.0
Bell 206	TVAXL	Helitack		Bunk Trailers (10)				\$	68.8
								\$	

(Instructions on reverse)

ILL-12

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

State Xorte Date 7/16/88
Office State Consolidation Planning period FY 1989

FIRE PLANNING SUMMARY

(\$000)

SUBACTIVITY

☒ 4360 ☐ 4960
☐ 4800 ☐ 6360

PROGRAM ELEMENTS	PLAN- NING & EVALU- TIONS	PRO- GRAM DIREC- TION	TRAIN- ING	PREVEN- TION	DETEC- TION	PREPAREDNESS		FIRE- FIGHT- ING (4800 only)	CLER- ICAL SUP- PORT	COMMU- NICA- TIONS (4800 only)	PRE- SCRIBED FIRE MANAGE- MENT	MAN- MONTHS	DOLLARS
						INITIAL ATTACK	NON- INITIAL ATTACK						
1. Permanent Personnel Man-Months	78	57	34	20	6	20	53	(h)	(i)	(j)	(k)	(l)	(m)
2. Temporary Personnel Man-Months	26	8	27	12	2	157	80		52		10	330	
3. Total Man-Months	104	65	61	32	8	177	133		13			325	
4. Percent Man-Months	15	10	10	5	1	27	20		65		10	655	
5. Total Man-Months Costs*	187.0	117.0	91.5	57.6	14.4	265.5	199.5		10		2	100	
6. Equipment Budget Purchase Price		.3	2.8	1.0	.5	23.0	100.7		117.0		18.0		1,067.5
7. Contracts Costs a. Protection									2.3				130.6
b. All others			5.0		12.0								17.0
8. Total Costs	187.0	117.3	99.3	58.6	26.9	288.5	300.2		119.3		18.0		1,215.1
9. Percent Costs	15	10	8	5	2	24	25		10		1		100

GENERAL INSTRUCTIONS

Each office having fire control responsibility submits with Annual Work Plan narrative.

SPECIFIC INSTRUCTIONS
(Items not listed are self-explanatory)

Items
b FIREFIGHTING - Use only for activity 4800. Enter planned, regular
time of permanent personnel while on fires.
j COMMUNICATIONS - Use only with 4800.

CONTRACTS COSTS

Protection - Do not make entries for subactivities 4610 and 4620.

DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

STRENGTH-OF-FORCE SUMMARY
SUBACTIVITY 4610

State
Xorte
7/16/88
Office
State Consolidation
Planning Period
FY 1989

PROGRAM ELEMENTS	PLAN- NING & EVALU- ATIONS (a)	PRO- GRAM DIREC- TION (b)	TRAIN- ING (c)	PREVEN- TION (d)	DETEC- TION (e)	PREPAREDNESS		FIRE- FIGHT- ING (h)	CLER- ICAL SUP- PORT (i)	COMMU- NICA- TIONS (j)	PRE- SCRIBED FIRE MANAGE- MENT (k)	TOTALS	
						INITIAL ATTACK (f)	NON- INITIAL ATTACK (g)					MAN- MONTHS (l)	DOLLARS (\$000) (m)
Permanent Personnel a. Man-Months					3	11	15		2	2		33	
b. Cost (O/T only)					3.8	17.1	23.3		3.1	2.2			49.5
Temporary Personnel (Seasonal and WAE) a. Man-Months			2	12	19	650	140		55	31		909	
b. Cost			2.7	12.2	19.3	679.0	146.2		54.2	44.6			958.2
EFF Personnel (Standby) a. Man-Months			50			120	20					190	
b. Cost			32.0			76.8	12.8						121.6
Trovel a. Permanents						10.0	1.2			1.7			12.9
b. Temporaries						22.0	10.0			3.5			35.5
Operating Costs a. Supplies						2.5	2.5			5.7			10.7
b. Contracts					279.0	1500.0	194.9			16.5			1990.4
c. Contingency						50.0	22.0						72.0
Other					49.0	57.9	50.0			1.5			158.4
Totals Man-Months (no.)			52	12	22	781	175		57	33		1132	
Percent			5		2	69	15		5	3		100%	
Dollars			34.7	12.2	351.1	2415.3	462.9		57.3	75.7			3409.2
Percent			1	1	11	70	12		2	3			100%

Encl. 1-1-404
GPO 935-224

Instructions on reverse)

Form 1680-3 (August 1977) (Formerly 1630-1c)

777 4

BUREAU OF LAND MANAGEMENT

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Form 1279-3
(June 1984)

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